

Police & Fire Commission Meeting Minutes – June 7, 2021

Chairman Krauski called the meeting to order at 5:00 pm and the Deputy Clerk confirmed appropriate meeting notice had been given.

Members present: Krauski, Miller, Schmidt and Non-Voting Council Representative Schellpeper

Excused Members: Barry and Gossett

Staff present: Pfister, Timm, Posnik and Wallace

2.a. Review and approve hiring process to establish an eligibility list for patrol officer positions: Pfister stated the department is down one officer due to Sgt. Graziano resigning and a new officer position has been approved for 2021 by Council in the budget. He stated staff is reviewing the Sergeant position and will bring that position forward in the future. Pfister requested to start the hiring process for the 2-patrol officers. He explained the hiring process. He stated in the packet is the job description and documents that are handed out to all new candidates. He explained they are changing the process for physical and written examination. Pfister stated he found out that they are losing people to other departments because their hiring process is shorter. The timetable for applicants is as follows: first day to accept online applications is June 8th; the last day to accept applications is July 7th; the complete FT Leo Packet must be submitted by 4 pm on July 14th; the \$25 fee has been removed; the Physical Aptitude Examination will be held on July 22nd at 3 pm and the Written Examination will be held on the same day at 6 PM; and the Oral\Essay Examination will be on held on July 23rd. Pfister stated the department has been getting a lot of out of state applicants and because of this he is trying to get all Examinations done in one weekend. Also, Pfister was informed that Hartland and Summit are looking for candidates too. Commissioners discussed what proof of eligibility for WI does the candidates from out of state need to provide, what are the set categories for Oral Examination and Veteran preference points. Pfister responded that staff contacts the state for clarification on if the out of state candidate is certifiable. The candidate has one year to become certifiable. Pfister explained that there are no set categories for the Oral Examination. A lot of the questions are 3 part to find out, traits, standards, knowledge of laws and performance based. The questions are also reviewed by Posnik and the City Administrator. Pfister stated he will email the questions to the Commission. All the Commissioners appreciate receiving information in advance.

Motion by Schmidt to approve the hiring process to establish an eligibility list for patrol officer positions; second by Miller. Motion carried 3-0.

Motion by Schmidt to adjourn; second by Miller. Motion carried 3-0. The meeting adjourned at 5:22 p.m.

Minutes taken by Tina Wallace, Deputy City Clerk