

January 24, 2011 PFC Meeting Minutes

Police and Fire-EMS Commission

January 24, 2011

7:00 P.M.

119 Depot Street

President Schopp called the meeting to order at 7:00 P.M. In attendance: Scott Clemence, Doug Orcutt, Andrew Swanson, Gregg Schopp. Excused: Myron Klug. Also in attendance: Fire/EMS Chief Tim Whitham, Police Chief Gary Bleeker.

1. Call to order; Roll call
2. Statement of public notice – This meeting was posted and noticed according to law.
3. **Approval of August 2, 2010 minutes.**
 - Swanson/Clemence motion carried
 - Swanson/Clemence motion carried to table approval of April 26, 2010 minutes.
4. Convene into closed session pursuant to Wisconsin Statutes 19.85(1) (f) for considering personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
No closed session necessary.
7. Chief Whitham's completion of both courses.

Courses have been completed through UW Oshkosh and appropriate raises have been implemented.

400 Budgeting and Book Keeping
400 Public Administration Community
400 Public Administration HR Management

8. **Presentation of current organization and responsibilities.**

Chief Whitham gave the Commission a brief description of fire department organization. Current FD roster has 64 members. 28 EMS trained and 6 Paramedic trained.

Chief Whitham also discussed a \$67000 FEMA grant obtained by the department. The money will be used for replacement of turnout gear, 26 handheld and mobile radios, and 20 pagers.

9. **Promotion of Captain**

Position was posted with one applicant. Department followed established promotion procedure. Chief Whitham and the interview panel recommended the promotion of Lt. Victor Scafati to Captain.

Orcutt/Swanson motion carried to recommend promotion.

10. Discussion to fill the vacant Lieutenant position from the promotion, and the position open from Josh Browns reassignment.

PFC recommended filling both positions after posting them for 30 days and having the applicants go before a interview panel.

Swanson/Clemence motion carried to recommend.

11. Discussion to create and promote full time FF/EMT into a lieutenant's position.

Chief Whitham will investigate possibilities and report back. Tabled for now and will try to interview all lieutenant applicants at once.

Swanson/Schopp motion carried to recommend.

12. Discussion: Resignation of John Reichert and vacant Deputy Chief's position, and possibly filling the vacant Assistant Chief's position instead.

Discussion and decision to leave Assistant Chiefs position vacant.

14. Adjourn

Schopp/Swanson motion carried to adjourn at 8:00 P.M.