

POLICE AND FIRE COMMISSION

Tuesday, May 24, 2016

Members Present: Wendy Dadez, Jane Hansen, Pat Becker and Mike Montello

Members Absent: David Levi

Others Present: Jim Jackson, Jim VanderWyst, Richard Haffner, Robin Haffner, Bob Wilson, Roger Lindloff, Craig Yehlik and Jeanne Bergman

Wendy Dadez called the meeting to order at 6:00 p.m. and roll call was taken.

Pat Becker moved to adopt the agenda as presented, seconded by Mike Montello and carried.

Election of Officers-President, Vice-President, Secretary

Mike Montello moved to nominate Wendy Dadez to serve as president, seconded by Jane Hansen and carried.

Pat Becker moved to close the nominations and cast a unanimous ballot for Wendy Dadez, seconded by Mike Montello and carried

Mike Montello moved to nominate Pat Becker to serve as vice-president, seconded by Wendy Dadez and carried.

Mike Montello moved to close the nominations and cast a unanimous ballot for Pat Becker, seconded by Wendy Dadez and carried.

Mike Montello moved to nominate Dave Levi to serve as secretary, seconded by Pat Becker and carried.

Mike Montello moved to close the nominations and cast a unanimous ballot for Dave Levi, seconded by Pat Becker and carried.

Discussion on Roles and Upcoming Training Opportunities

Mike Darrow was not in attendance to speak to the roles of the Commission. Discussion took place on how the meetings are currently run. It was decided all future meetings will be held at the Fire Hall if space is available. Training of Boards and Commission members is currently taking place. Additional training for Police and Fire Commission members is scheduled on November 4th and will be held in Wisconsin Dells.

Fire Department Recruitment Update and Formal Recommendations

The fire department typically hires "Paid On-Call Firefighters" every two years. Currently there are seven openings with another vacancy expected in June. Richard Haffner, who is in charge of hiring new recruits, reported there were 25 applicants. As part of the current hiring process, the department typically screens, interviews, tests and ranks candidates in eligibility order. The entire fire department then votes on who they feel should be hired and who should be put on the eligibility list if an opening occurs within one year. The candidates are then presented to the Police and Fire Commission for their consideration. Discussion followed on the Police and Fire Commissions role, interview questions and who should have the final word of when and who is hired or placed on the eligibility list. Before the next round of hiring, the Commission would like the hiring protocol discussed with Kari Kraft. Richard Haffner presented the list of candidates. Mike Montello moved to accept the recommendation from the Fire Department of the seven individuals listed under final rankings to be hired, and the three people on the eligibility list, to remain on the eligibility list, seconded by Pat Becker and carried.

Update from Police Chief

Craig Yehlik gave the following update on the Police Department:

- Departmental training
- Working with St. Croix County, Rotary and Westfields Hospital on the *Drug Take Back Program*
- Working with Bernard's on the Bike Rodeo
- Hiring personnel needed – lieutenant, third detective and police officers for eligibility list
- Lawsuit between City of New Richmond and New Richmond News, we now have more clarification on how reporting is to be done – now no need to redact information
- Became first agency in St. Croix County to become 100% *Alert Certified in Rapid Response*, all officers are now able to work with swat team as an active shooter
- Working with Emergency Management at City and County level
- Community programs are starting – getting more involved and transparent

Update from Fire Chief

Jim VanderWyst offered the following update on the Fire Department:

1. Department Training

- Live house fire burns, completed and future
- Concluded EMR refreshers for the year
- Summer training, more outside and less classroom

2. Additional Fire Training

- Two firefighters last week completed Certified Fire Fighter II
- One firefighter this week will complete Certified Rescue Technician
- Classes are being scheduled for Firefighter I, Cert FFII, Fire Officer and Driver Operations

3. Fire Prevention

- Attend Westfield's Hospital Safety Fair last week
- Will be participating in the schools *Amazing Race* next week
- Funfest Fire Department Water Battle

4. Other

- New recruits, plan to hire seven people, may have one or two by the end of the summer
- NRF & R Advisory Board meeting tomorrow night
- New/Used rescue engine to be picked up June 7th, arrives the following week
- WITC board is in the process of reviewing the fire program
- Developing a pay scale based upon education – Phase I was approved by City Council

Set Date of Next Meeting

The next meeting date will be set once Craig Yehlik consults with Kari Kraft on the hiring process for the lieutenant's position. Also discussed was the mode of notification in contacting members.

Communications and Miscellaneous

None

Mike Montello moved to adjourn the meeting, seconded by Pat Becker and carried.

Meeting adjourned at 7:04 p.m.

Minutes by Jeanne Bergman