

**POLICE & FIRE  
COMMISSION**

**Tuesday, July 9, 2019**

**5:30 PM**

**McFarland Municipal Center**  
*Conference Room C*

AMENDED AGENDA

1. CALL TO ORDER, ROLL CALL.
2. Introduction of Gerald Mullen, Appointed to PFC
3. PUBLIC APPEARANCES.
4. APPROVAL OF MINUTES.
  - a. Approve Minutes of April 16th Meeting
5. BUSINESS.
  - a. Election of Officers
  - b. Review PFC Rules and Regulations
  - c. Police Department Update
  - d. Fire Department Update
    - 1) Confirm 2015 appointment of Chief Dennis as Fire Rescue Chief
6. CLOSED SESSION.
  - a. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically to conduct final interview of applicants for Administrative Captain.
  - b. Discussion and action to reconvene into Open Session.
  - c. Discussion and possible action to act on items of business discussed in Closed Session.
7. SCHEDULE NEXT MEETING DATE.
8. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any

governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or [cassandra.suettinger@mcfarland.wi.us](mailto:cassandra.suettinger@mcfarland.wi.us).

## **VILLAGE OF MCFARLAND**



### **POLICE AND FIRE COMMISSION**

#### **MEETING MINUTES**

**April 16, 2019**

**5:30 p.m.**

**McFarland Municipal Center**

**Conference Room C**

**Members Present:** John Stransky, Kathy Krusiec, Vince Wagner and Jean Papalia

**Member Excused:** Patrick Fernan

**Others in Attendance:** Fire Rescue Chief Dennis

Meeting called to order by President John Stransky at 5:30 p.m.

**Review of the Minutes** of the March 19, 2019 meeting. Motion by Papalia, second by Wagner to approve as presented. Motion carried.

**Fire & Rescue Department Update:** Chief Chris Dennis distributed a letter to the Commission which stated that the Village Board had approved filling the vacant Administrative Captain's position. The position will be post from April 22<sup>nd</sup> through May 24<sup>th</sup>. Applications will be due on May 24<sup>th</sup> at 4:00 pm. An initial screening will be completed on the week of June 1<sup>st</sup> to June 9<sup>th</sup>. The top five candidates from the panel interviews will be invited to interview before the Police and Fire Commission. The top-ranked candidates will be interview by the Fire & Rescue Chief. The Chief anticipates a September start date. The Chief also distributed a position description for the position. A motion by Papalia seconded by Wagner to accept the letter to the Commission detailing the Administrative Captain's hiring process and the Position Description. Also that a scoring tool be developed and utilized during the screening process. Motion carried.

It was determined that the interviews conducted by the Commission would take place either July 9<sup>th</sup> and//or July 10<sup>th</sup> depending on Commissioner's availability. The starting time to be determined at a later date.

Motion for adjournment: A motion by Wagner second by Papilia to adjourn. Motion approved.  
Adjournment at 6:06 p.m.

**Next Scheduled Meeting: By the call of the chair.**

Submitted by: Kathy Krusiec, Secretary