

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 22nd through May 24th. Applications will be due on May 24th at 4:00 pm. An initial screening will be completed on the week of June 1st to June 9th. 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 9th and//or July 10th 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