

VILLAGE OF MCFARLAND
Police & Fire Commission Minutes

Thursday, February 18, 2021 - 4:00 PM

1. CALL TO ORDER, ROLL CALL.

PFC President Stransky called the regular meeting of the Police and Fire Commission to order at 4:02 PM in the Community Center of the McFarland Municipal Center.

Members present: John Stransky, Vince Wagner, Jim McKay, and Jerry Mullen.

Members not present: Kathy Krusiec

Staff Present: Village Administrator Matt Schuenke.

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.*

None.

3. APPROVAL OF MINUTES.

- a. *Discussion and action regarding minutes from the meeting held on February 4, 2021.*
A motion was made by McKay, seconded by Wagner, and unanimously carried by the Police and Fire Commission to approve the minutes for the meeting held on February 4, 2021.

4. BUSINESS.

- a. *Discussion and action to set remainder of schedule for Police Chief recruitment.*
The remaining schedule on the recruitment was presented and reviewed by the Commission. This included discussion on the initial screening, law enforcement and administrator panel, Community panel, and final interview to be conducted by the PFC. The PFC provided comments and noted changes were made as directed. Following discussion, a motion was made by Wagner, seconded by McKay, and unanimously carried by the Police and Fire Commission to approve the remaining schedule presented with noted changes for the Police Chief Recruitment.
- b. *Discussion and action to set criteria for application screening and interview questions for the Police Chief candidates.*
Specific criteria and questions were not presented but process through the interviews was

reviewed. The Recruiter will prepare criteria and conduct the initial screening. The Recruiter will also prepare questions and criteria for the Law Enforcement Panel. The Administrator will organize and prepare a panel of local officials with questions and criteria. Additionally he will provide a report on their findings following review. The PFC President will review past criteria and questions used in this recruitment and update for this effort. Additionally, the PFC President, Recruiter, and Administrator will work together to finalize all of this information to carry out in accordance with the schedule previously approved. Following discussion, a motion was made by Wagner, seconded by McKay, and unanimously carried by the Police and Fire Commission to defer final determinations on criteria and questions for interviews to the PFC President, Administrator, and Recruiter.

c. Discussion and action to set remaining testing protocols for the Police Chief candidates.

There are a range of tests that can be made conditions of employment for the final candidate selected. The PFC needs to review these options and make a determination as to what test shall apply. Following discussion, a motion was made by Mullen, seconded by McKay, and unanimously carried by the Police and Fire Commission to set conditions for the final offer to include an extensive background investigation, medical physical examination, drug/alcohol/controlled substances screening, and psychological testing/evaluation while also waiving the physical conditioning test.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, March 4, 2021 at 4:00 pm.

b. Friday, March 19, 2021 (time to be determined).

6. ADJOURNMENT.

A motion was made by Wagner, seconded by McKay, and unanimously carried by the Police and Fire Commission to adjourn the meeting at 5:03 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator