

VILLAGE OF MCFARLAND

Police & Fire Commission

Saturday, July 22, 2023

8:00 AM

McFarland Municipal Center
Conference Room C

Meeting Minutes July 22, 2023

1. **CALL TO ORDER, ROLL CALL.** President Mullen called the meeting to order at 8:AM. Members present: Vince Wagner, Jerry Mullen and Jim McKay. Excused Members Agnela Wilcox and Carrie Nelson.
Staff Members Present: Police Chief Aaron Chapin and Fire & Rescue Chief Chris Dennis.
2. **PUBLIC APPEARANCES.**
 - a. This is an opportunity for members of the public to address the Police and Fire Commission. Members of the public who wish to address the Commission 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 pfc@mcfarland.wi.us to be included as part of the meeting.

NONE
3. **APPROVAL OF MINUTES.**
 - a. Motion to approve the minutes of the June 6, 2023 meeting. Discussion and action regarding minutes of the meeting held on June 6, 2023. Call for changes or corrections. Hearing none, President Mullen called for a motion to accept the minutes as presented. Motion by Jim McKay, seconded by Vince Wagner. Motion passed on a unanimous vote.
4. **BUSINESS.**
 - a. Chief Chapin updated the current hiring process and requested to terminate the current hiring eligibility list for the Police Department because there are only two candidates left on the list, one indicated no continued interest in the position.
 - i Motion to terminate the current candidate eligibility list was made by Jim McKay, seconded by Jerry Mullen. Motion passed on a unanimous vote.
 - b. Discussion and action on a new hiring process to create an eligibility list for future vacancies within the Police Department. Chief Chapin outlined the proposed new hiring process.

- i A motion to adopt Chief Chapin's proposed hiring process for the police officer position and was made by McKay and seconded by Wagner. Motion passed on a unanimous vote.

5. 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 interview finalists for the EMT/Firefighter and Firefighter/Paramedic positions.
 - i Motion to move to Closed Session per Statute made by McKay seconded by Wagner. Roll call vote: Wagner, Mullen and McKay, Yes. Excused Absent Wilcox and Nelson. Moved to Closed Session at 8:15 AM.

6. RECONVENE INTO OPEN SESSION.

- a. Reconvene into Open Session to act on business conducted during Closed Session.
 - i Motion to move to Open Session per Statute made by McKay seconded by Wagner. Roll call vote: Wagner, Mullen and McKay, Yes. Excused Absent Wilcox and Nelson. Returned to Open Session at 10:37 AM.

7. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

- a. Discussion and action to approve establishing an eligibility list for the EMT/Firefighter and Firefighter/Paramedic positions.
 - i A motion was made by McKay and seconded by Wagner that an Eligibility list expiring July 22, 2024 be created. The eligible candidates to be listed in last name alphabetic order. President Mullen will prepare and send the list to Chief Dennis. Motion passed on a unanimous vote.

8. SCHEDULE NEXT MEETING DATE.

- a. Tentative Meeting date: October 9, 2023

9. ADJOURNMENT.

- a. A motion to adjourn McKay and seconded by Mullen. Motion carried on a unanimous vote. Meeting adjourned at 10:44 AM.

Respectfully submitted.

Vince Wagner, Secretary, McFarland Police and Fire Commission.