

**VILLAGE OF MCFARLAND**  
**Thursday, April 2, 2025, 6:00 PM**

**POLICE & FIRE COMMISSION**  
**McFarland Public Safety Center**  
6001 Broadhead St, McFarland  
*Small Conference Room*

## **Meeting Minutes**

### **1. CALL TO ORDER, ROLL CALL.**

- a. Meeting called to order at 6:01 p.m. by President Mullen. PFC Commissioners present: Jerry Mullen, Jim McKay, Angela Wilcox and Lisa Becher. PFC Commissioners excused: Vince Wagner. Staff Members present: Village Administrator Matt Schuenke, Human Resources Generalist Andrea Anderson, Fire & Rescue Chief Chris Dennis, and Interim Police Chief Brian Redman.

### **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](mailto:pfc@mcfarland.wi.us) to be included as part of the meeting.

No public present.

### **3. APPROVAL OF MINUTES.**

- a. Motion to approve the minutes of March 12, 2025 meeting. Discussion and action regarding the minutes of the meeting. Call for changes or corrections. Hearing none, President Mullen called for a motion to accept the minutes as presented. Motion by Commissioner McKay and seconded by Commissioner Wilcox. Motion passed on a unanimous vote.

### **4. BUSINESS**

- a. Discussion and action on the Fire & Rescue Chief's request to approve a new recruitment process to fill vacancies and establish an eligibility list for Firefighter/Paramedic. Chief Dennis presented the proposal process including a handout. The most recent process was successful in hiring an EMT/Firefighter, but there remains a vacancy as of March 15, 2025. The Fire & Rescue Department is licensed to the Advanced EMT (AEMT) level with approved flexing to paramedic level when staffing permits. This requires that the primary ambulance be staffed with one AEMT or paramedic and one EMR, EMT, AEMT

or paramedic. Current staffing presents a challenge to maintain the crew requirements in the event of an FF/PM takes paid time off. Hiring another EMT/FF does not resolve the staffing issue due to the time frame to complete paramedic training (Fall of 2027). After discussion, a motion was made by Commissioner McKay and seconded by Commissioner Mullen to accept Chief Dennis's proposed recruitment process. The motion approved April 8, 2025 as the date of posting with a closing date of April 28, 2025 to evaluate the candidate pool. Motion passed unanimously.

## **5. CLOSED SESSION.**

- a. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 1985(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 discuss background investigation for Police Chief candidate.

Motion to move to Closed Session per statute made by Commissioner Wilcox, seconded by Commissioner McKay. Roll call vote: Mullen, Wilcox, Becher and McKay – Yes.  
Moved to Closed Session at 6:13 p.m.

## **6. RECONVENE INTO OPEN SESSION.**

- a. Reconvene into Open Session to act on business conducted during Closed Session. Motion to move to Open Session per statute made by Commissioner Wilcox. Seconded by Commissioner McKay. Roll call vote: Mullen, Wilcox, Becher and McKay – Yes.  
Moved to Open Session at 6:54 p.m.

## **7. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.**

- a. The applicant that was approved for background investigation at the March 12, 2025 meeting is no longer under consideration for the Chief of Police position. Motion made by Commissioner Mullen and seconded by Commissioner McKay to submit the remaining candidate for background investigation. Motion passed unanimously.

## **8. SCHEDULE NEXT MEETING DATE.**

- a. The next meeting of the Police & Fire Commission is to be determined pursuant to the completion of the background investigation.

## **9. ADJOURNMENT.**

- a. Motion to adjourn was made by Commissioner McKay and seconded by Commissioner Mullen. Motion passed on a unanimous vote. The meeting adjourned at 6:55 p.m.