

MINUTES OF THE CHIPPEWA FALLS POLICE AND FIRE COMMISSION

A special meeting of the Chippewa Falls Police and Fire Commission was held on Wednesday, March 1, 2023 at the Chippewa Falls Police Department, 210 Island Street, Chippewa Falls, WI

Commission members present: Greg Dachel, Todd Prill, Cindy Boggess, Chris Norseng.

Commission members excused: Mike Houle

Others present: Police Chief Matt Kelm, Fire Chief Jason Thom

1. Chair Dachel called the meeting to order at 5:31 p.m.
2. **Motion by Prill/Boggess to approve the minutes from the February 9, 2023 PFC meeting.** All present voting Aye, motion carried.
3. **New Business:** Fire Chief Thom discussed the upcoming hiring process with regard to current open positions. The Fire Department currently has 4 positions open due to recent departures, retirements, and new positions created by the City's recent successful referendum last Fall. Chief Thom has posted for a Lieutenant's promotion process and 5 have applied. He has posted the dates of March 29 and March 31st for the internal interviews for the Lt. position. There are other interested candidates for some of the open positions and Chief Thom would like to see if he can make CFFD more visible with ideas such as going to CVTC and WITC to market CFFD better. The PFC endorsed Chief Thom's thoughts of approaching the appropriate City committee with regard to residency requirements/response time requirements for his department. He said that BC Trevor Weiland is retiring and his last day is April 10th. There is one person on the eligibility list to fill that spot. Chief Thom was excused from the meeting after his presentation.
4. **Motion by Prill /Dachel to enter into Closed Session at 5:54 p.m.**

Contemplated closed session under Wisconsin Stats. Section 19.85(1) (c) "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" to:

- A. Conduct Police Department Police Officer interview; to include PFC members, Police Chief Matt Kelm, and candidate. The Committee may return to Open Session, with the possible action on items discussed in closed session. Roll call vote: Dachel – Aye, Boggess – Aye, Prill – Aye, Norseng – Aye. Motion carried.

The commissioners interviewed one candidate for the Police Officer position.

5. **Motion by Boggess/Norseng to return to Open Session at 6:30 p.m.** All present voting Aye, motion carried.
6. **Motion by Norseng/Prill make a conditional offer of employment contingent upon the candidate passing the background check.** All present voting AYE, motion carried.
7. A brief discussion was held with regard to new police officer application process and physical performance test requirements. **A motion was made by Boggess/Dachel to approve Chief Kelm's proposed changes to the application and testing requirements for future Police Department hiring processes, including physical performance testing and credit requirements.**

Motion by Boggess/Dachel to adjourn at 7:13 p.m. All present voting aye, motion carried.

Submitted by: Chris Norseng, Secretary, Chippewa Falls Police and Fire Commission

