

## **MINUTES OF THE CHIPPEWA FALLS POLICE AND FIRE COMMISSION**

A special meeting of the Chippewa Falls Police and Fire Commission was held on **Tuesday, September 5, 2023** at the Chippewa Falls Fire Department, Station 1, 1301 Chippewa Crossing Blvd, Chippewa Falls, WI.

Commission members present: Greg Dachel, Mike Houle, Chris Norseng, Todd Prill. Excused: Cindy Boggess. Others present: Fire Chief Jason Thom, Police Chief Matt Kelm, Police Lieutenant Ryan Douglas.

Chairman Dachel called the meeting to order at 5:30 p.m. **Motion** by Prill/Houle to approve the minutes of the August 8, 2023 meeting as presented. Motion carried.

**Police Department report:** (1) Chief Kelm reported on the current PD hiring process, an “open process”, hoping to get at candidates early. Current application process closed at the end of August, resulting in 17 applicants. There is one candidate in background at the moment. Current officers leaving are either retiring or going to other employment. It is a common theme with PDs in the area, with officers leaving for more money, to be closer to home, etc. It’s a statewide/countrywide problem to fill the ranks. Chief Kelm is considering an internal survey with first line supervisors to get a feel for why officers are leaving. Chief Kelm plans an exit interview with the officer leaving at the end of the month. (2) Lt Douglas reported on recently attending Command College where the underlying theme was retention and hiring. (3) With regard to the candidate currently on the eligibility list, the Chief will check to see if they are still available and if so, move the candidate to background. Chief Kelm and Lt Douglas left the meeting at 5:49 p.m.

**Fire Department report:** Chief Thom gave staffing updates via an “Employee Status 9/5/2023” handout. He also updated the Commission on the recently filled vacancies/hires (Morris, Grotthus, Handrahan) and of conditional offers extended to Ekenstedt (available in December) and McCaffrey (available in November). That would still leave two FF/EMT vacancies.

**NEW BUSINESS: Motion by Norseng/Prill to enter into Closed Session at 6:01 p.m. Roll call vote, all voting Aye. Motion carried.**

### **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 Fire Department Fire Inspector interviews;** to include PFC members, Fire Chief Jason Thom, and candidates; and may return to Open Session, with possible action on items discussed in Closed Session. Roll call vote:

Prill – aye, Norseng – aye, Dachel – aye, Houle – aye. **Motion carried.** The Commission interviewed **two** candidates for the Fire Inspector position.

**Motion by Dachel/Prill to return to Open Session at 7:17 p.m.** All present voting aye, motion carried.

**RE: Fire Department promotion:** Motion by Prill/Houle to offer the position of Fire Inspector to Jose Lagunas, with a start date to be determined by Chief Thom. Motion carried.

**Adjournment:** Motion by Norseng/Houle to adjourn at 7:18 p.m. All present voting aye. Motion carried.

Submitted by:

Chris Norseng, Secretary, Chippewa Falls Police and Fire Commission