

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL, HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
3:00 p.m., Thursday January 15, 2009**

MINUTES

- I. The January 15, 2009 Police & Fire Commission Meeting was called to order at 3:00 p.m. by Commissioner Donohoo in the Hearing Room at Franklin City Hall.

Members present were Commissioners Donohoo, Maher-Johnson, Omernik and Sass. Commissioner Bartels was excused. Also in attendance were Human Resource Coordinator Zahn, Fire Chief Martins, Assistant Fire Chief Bertram, Police Chief Oliva and Inspector Hahn.

- II. Approval of Minutes from December 10, 2008.

It was agreed that a date needed to be changed on the minutes from the December 10th meeting. Commissioner Donohoo also requested an additional ½ sentence be added to item V, the second to last paragraph.

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson to approve minutes as corrected. Motion Carried: Ayes – All.

- III. Hiring Process for Firefighter/EMT's – Discussion and Action Concerning the Creation of a Hiring Process.

This item was taken out of order before the Hiring of Police Patrol Officers.

Motion by Commissioner Omernik and seconded by Commissioner Sass that applicants required schooling must have been thru a school accredited by the North Central Association of Colleges or Schools or an equivalent accrediting body. Motion Carried: Ayes – All.

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson that preference would be given to a person who passed the CPAP within 6 months of application being due. The preference would only be used if there was a hiring emergency. Motion Carried: Ayes – All.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Omernik that the following information would be required to be submitted along with the City application form:

1. Supply Firefighter II certification
2. Supply EMT basic license certification
3. Supply National Paramedic Registry license if applicable
4. Copy of college transcripts and copy of degree

Motion Carried: Ayes – All.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Omernik to also require the following be submitted in the hiring packet:

1. List of firefighter or EMT related experience on either page 3 of the application or on a separate sheet of paper.
2. List on separate sheet of paper any other department the applicant has taken the written test for or they are on the eligibility list for.
3. If CPAP certified include info on separate sheet of paper
4. Essay on why they've applied for the position on separate sheet of paper

Motion Carried: Ayes - All

- IV. Hiring of Police Patrol Officers - The Police and Fire Commission may enter closed session pursuant to §19.85 (1)(c) Stats, to consider employment of Police Patrol Officer candidate Jeremy Hettinga, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Motion by Commissioner Sass and seconded by Commissioner Omernik to enter closed session.
Motion Carried: Ayes – All.

The Commission returned to open session at 4:18 p.m. Commissioner Donohoo announced that the Commissioner had a 4-0 vote to return to open session.

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson to table any further discussion and any vote to the next meeting. Motion Carried: Ayes – All.

- V. Future Agenda Items

No discussion or action taken.

- VI. Future Meeting Dates & Times

No future meeting was set. It was agreed it would be at the call of the President of the Commission.

- VII. Adjournment

Motion by Commissioner Sass and seconded by Commissioner Omernik to adjourn the Fire and Police Commission meeting at 4:20 p.m. Motion carried: Ayes-All.