

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL, HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
4:30 p.m. October 8, 2008**

MINUTES

- I. The October 8, 2008 Police & Fire Commission Meeting was called to order at 4:30 p.m. by Commission President Donohoo in the Hearing Room at City Hall.

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

- II. Approval of Minutes From June 5, 2008, June 24th, and September 10th, 2008.

Motion by Commissioner Bartels and seconded by Commissioner Sass to approve all 3 sets of minutes. Motion Carried: Ayes – All.

- III. Departure of Police Officer Chad Ramey – Discussion and Action

Chief Oliva explained that Officer Ramey will be moving from the area effective October 14th due to his wife's employment. No Action Taken.

- IV. Completion of Probationary Period by Firefighters Christopher Foley, Keith Nichols, and Justin Pallen – Discussion and Action

This item was taken out of order from the agenda due to the firefighters attending the meeting. The 3 Firefighters were congratulated by the Commission for completing their probationary period and for their exemplary work.

Motion by Commissioner Sass and seconded by Commissioner Omernik that effective on their effective dates of appointment, 8/7 and 9/17, that Firefighters Christopher Foley, Keith Nickels and Justin Pallen be taken off probation and revert to the status of a non-probationary City of Franklin entry level firefighter.

Motion Carried: Ayes – All.

- V. Hiring of Police Officers (Entry Level) - The Police and Fire Commission may enter closed session pursuant to §19.85 (1)(c) Stats, to consider employment of public employees over which the Commission has jurisdiction and exercises responsibility. Specific items to be discussed include persons who were passed on for further consideration in the hiring process by the Commission at its June 24th, 2008 meeting and to discuss and/or schedule the interviewing of more candidates. The Commission will reconvene into open session at the same place thereafter to act on such matters discussed therein as it deems appropriate and to continue the meeting agenda items.

Motion by Commissioner Bartels and seconded by Commissioner Sass to go into closed session at 4:45 p.m. Motion Carried: Ayes – All.

Motion by Commissioner Omernik and seconded by Commissioner Sass to return to open session at 5:04 p.m. Motion Carried: Ayes – All.

Motion by Commissioner Sass and seconded by Commissioner Bartels that the Commission will interview at least 10 more persons on the list if obtainable in a reasonable time at date set by Commission and will include the person who had been out of the country during the last round of interviews. The Police department will be given the candidate list with phone numbers and will call to see if they are still interested and then the candidates will be sent an interview letter. Motion Carried: Ayes – All.

VI. Hiring of Police Officers (Entry Level) Process in General

No Action Taken

VII. Hiring Process for Firefighters/EMT's – Discussion and Action Concerning the Creation of a Hiring Process

Motion by Commissioner Bartels and seconded by Commissioner Sass that the position application requirements at the time of the submission of application will be 18 years of age or older, firefighter II certification, WI EMT basic license, valid driver's license, Associate degree in a fire related field or a Bachelor's degree, and excellent health and physical condition. Motion Carried: Ayes – All.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Bartels that there will be 1 position preference which will be possession of a National Registry Paramedic license. Motion Carried: Ayes – All.

Motion by Commissioner Bartels and seconded by Commissioner Omernik that the position preference of a National Registry Paramedic license that the preference will be in the decision by the department as to which name or names to submit to the Commission for final approval of hiring. Motion Carried: Ayes – All.

VIII. Future Agenda Items

No discussion

IX. Future Meeting Dates & Times

It was agreed to schedule the next meeting for 4:30 p.m. on Wednesday, 10/29 with interviews scheduled 15 minutes apart beginning at 5:00 p.m.

X. Adjournment

Motion by Commissioner Omernik and seconded by Commissioner Sass to adjourn the Fire and Police Commission meeting at 5:45 p.m. Motion carried: Ayes-All.