

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin
Friday, October 27, 2023 @ 12:30 p.m.**

MINUTES

I. The October 27, 2023 Police & Fire Commission Meeting was called to order at 12:30 p.m. by Commission President Mineo in the Franklin City Hall Hearing Room. Members present were Commissioners Mineo, Martins, Klusman, Schnagl, and Donohoo. Also in attendance were Police Chief Oliva, Assistant Chief Liermann, Fire Chief Remington, and Human Resources Manager Zahn.

II. Approval of the Minutes from 9/22/2023

Motion by Commissioner Martins and seconded by Commissioner Donohoo to approve the minutes from the 9/22/2023 meeting as written. Motion Carried: Ayes – All.

III. The Creation of an Eligibility List for the position of Police Sergeant

Motion by Commissioner Martins and seconded by Commissioner Schnagl to approve the eligibility list for Sergeants with the two names of Phillip Martinez and Ryan Sabel. Motion Carried: Ayes – All.

IV. Promotion of Police Sergeant - The Promotion of Phillip Martinez as a City of Franklin Police Sergeant.

Motion by Commissioner Schnagl and seconded by Commissioner Martins that Phillip Martinez is hereby appointed to the position of City of Franklin Police Sergeant effective 11/3/23, that said appointment is subject to a 1 year introductory period commencing on the effective date of promotion, that the 1 year introductory period will expire at the end of 1 year unless extended by the Commission, and the Police Chief shall provide the Commission reports of his progress when requested by the Commission. Motion Carried: Ayes – All.

V. The Creation of a new Hiring Process for Police Patrol Officers – New Employees.

Motion by Commissioner Schnagl and seconded by Commissioner Klusman to create a new hiring process called the 2023 Hiring List for New Employees, and to adopt the same requirements. Motion Carried: Ayes – All.

VI. Police Chief and Fire Chief Hiring Process. The Police and Fire Commission may have a general initial discussion of the hiring process in open session. However, since the Police & Fire Commission may discuss actual persons, the Police & Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) considering employment data of one or more public employees over which the governing body has jurisdiction or exercises responsibility. The Commission will then 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 including a general discussion of the hiring process.

Motion by Commissioner Donohoo and seconded by Commissioner Schnagl to go into closed session at 12:48 p.m. Motion Carried: Ayes – All. The Commission reconvened into open session at 1:12 p.m.

The Commission agreed to post the positions internally starting 10/30 for approximately 2 weeks and looks to hold interviews tentatively on 11/28/23.

VII. An Update on Police and Fire Department Staffing Levels and Hiring.

VIII. Police and Fire Department Informational Items

IX. Future Meeting Dates and Agenda Items.

The next meeting is planned for Tuesday, 11/28/23 at 5:00 p.m. to conduct Chief interviews.

X. Adjournment.

Motion by Commissioner Martins and seconded by Commissioner Schnagl to adjourn at 1:20 p.m.
Motion Carried: Ayes – All.