

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Rd., Franklin, Wisconsin 53132
Monday, December 10, 2012 @ 5:00 p.m.**

MINUTES

- I. The December 10, 2012 Police & Fire Commission Meeting was called to order at 5:00 p.m. by Commission President Donohoo in the Hearing Room at Franklin City Hall.

Members present were Commissioners Donohoo, Lindner, Maher-Johnson and Nelson. Commissioner Sass arrived at 5:07 p.m.. Also in attendance were Human Resources Coordinator Zahn, Fire Chief Martins, Assistant Fire Chief Remington, Police Chief Oliva, and Inspector Hahn.

- II. Approval of Minutes from 11/28/2012.

Motion by Commissioner Lindner and seconded by Commissioner Nelson to accept the minutes as submitted. Motion Carried: Ayes – All.

- III. Hiring of Firefighter/EMT-The hiring/employment of Derek W. Hyde. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the employment of Derek W. Hyde as a City of Franklin Firefighter/EMT's. 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.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Nelson to go into closed session at 5:02 p.m. All four Chiefs remained in the meeting during closed session. Upon unanimous vote, the Commission returned to open session at 5:09 p.m.

Motion by Commissioner Sass and seconded by Commissioner Lindner that Derek W. Hyde is hereby appointed to the position of City of Franklin Firefighter/EMT effective 1/1/2013 subject to successfully passing his physical and drug test. Said appointment is subject to a 1 year introductory period, commencing on the effective date of his appointment. The 1 year introductory period will expire at the end of 1 year unless extended by the Commission and finally that the Fire Chief shall provide the Commission reports of his progress as required by the Commission. Motion Carried: Ayes – All.

- IV. Retirement of the Fire Chief

Chief Martins was congratulated on his upcoming retirement and thanked for his years of service. No Action Needed.

- V. Fire Department Chief Hiring Process - A general discussion of the process including revisions to the job description of the Fire Chief. If the Commission discusses actual persons, the Police and Fire Commission may enter closed session pursuant to sec. 19.85(1)(c) to consider employment of one or more public employees over which the Commission has jurisdiction or exercises responsibility. The Commission may reconvene into open session at the same place thereafter to act on matters discussed in the closed session as it deems appropriate and to continue the meeting agenda.

Motion by Commissioner Nelson and seconded by Commissioner Sass to go into closed session at 5:13 p.m. Fire Chief Martins stayed in closed session. The other three Chiefs left the room during discussion. Upon unanimous vote the Commission returned to open session at 5:38 p.m.

Commissioner Donohoo explained that during closed session they had discussed a specific person related to the Fire Chief opening. The Commission has decided to cease efforts to look for a Fire Chief at this time. Assistant Chief Remington will be Acting Chief and reviewed for Fire Chief in approximately 6 months. At that time a process will be used to see if the Commission will recommend Acting Chief Remington as the future Chief. No Motion Needed.

- VI. Hiring process for Police Department Patrol Officer. Discussion of the hiring process including the creation of a new eligibility list.

Motion by Commissioner Nelson and seconded by Commissioner Maher-Johnson that the present hiring list, adopted at the 1/12/12 meeting will no longer be used. Motion Carried: Ayes – All.

Motion by Commissioner Maher-Johnson and seconded by Commissioner Lindner to adopt the 12/10/12 hiring process to be used subject to typographical changes, testing date correction, etc. Motion Carried: Ayes – All.

- VII. Police and Fire Department Informational Items

No information was presented or action taken.

- VIII. Future Meeting Dates and Agenda Items

No future meetings are currently anticipated until the need for Police Officer interviews in the beginning of March.

- IX. Adjournment

Motion by Commissioner Nelson and seconded by Commissioner Lindner to adjourn the Police & Fire Commission meeting at 6:04 p.m. Motion carried: Ayes-All.