

**CITY OF FRANKLIN  
POLICE & FIRE COMMISSION MEETING  
FRANKLIN CITY HALL HEARING ROOM  
9229 W. Loomis Rd., Franklin, Wisconsin  
Thursday, March 24, 2011 – 9:30 a.m.**

**MINUTES**

- I. The March 24, 2011 Police & Fire Commission Meeting was called to order at 9:30 a.m. by Commission President Donohoo in the Hearing Room at City Hall.

Members present were Commissioners Donohoo, Lindner, Nelson, Sass and Maher-Johnson. Also in attendance were Human Resource Coordinator Zahn, Police Chief Oliva, Inspector Hahn, Fire Chief Martins and Assistant Chief Remington.

- II. Approval of Minutes from February 28, 2011.

Motion by Commissioner Lindner and seconded by Commissioner Maher-Johnson to approve the minutes of February 28, 2011. Motion Carried: Ayes – All.

- III. The Use of Psychological Assessments in the Hiring and Promotion of Police and Fire Department Members. The Police and Fire Commission will discuss part of this matter in open session. However, since the Commission will discuss the psychological assessments of actual people, the Police and Fire Commission may enter into closed session pursuant to §19.85(1)(c) to consider performance evaluation data of public employees over which it has jurisdiction and exercises responsibility and pursuant to §19.85(1)(f) to consider social and personal histories of specific persons which if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such history. 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.

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson to go into closed session at 9:58 a.m.

Per unanimous vote the Commission returned to open session at 10:32 a.m.

Consensus was reached that psychological evaluations need to be done for new hires but not for promotions unless the Chief felt it as necessary for some reason. The Commission asked the Chief's to look into what other communities do for psych evaluations and the costs. We would like to get more specific results that are more applicable to the specific position. No Formal Action Was Taken.

- IV. The Dismissal of Former Police Patrol Officer Robert M. Goetter. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(f) to consider personal history information and disciplinary data of Robert M. Goetter which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of Robert M. Goetter. 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.

Motion by Commissioner Nelson and seconded by Commissioner Lindner to go into closed session at 9:33 a.m. (This item was taken out of order due to Patrol Officer Harrison attending the meeting for this item.) Motion Carried: Ayes – All.

Per unanimous vote the Commission returned to open session at 9:55 a.m.

No Action Was Taken.

- V. Review of Probationary Performance Status of Police Patrol Officer Stephen P. Hintz.

No Action Taken.

- VI. Hiring Process for Police Patrol Officers and Firefighter/EMT's. Discussion and action concerning the present hiring process and future hiring process.

Commissioner Donohoo passed out the last approved hiring processes for both the Fire and Police Hiring Lists. It was discussed that at this time there are no current approved openings that we are looking to fill. There is one unfunded position in the Police Department and there could be 1 or 2 retirements by the end of the year. We will have one retirement in the Fire Department by the end of April but don't know yet if the position will be filled. The Fire Department believes they have good candidates that the Commission has already interviewed and passed on for consideration.

No Action Taken.

- VII. Review of Probationary Performance/Status of Assistant Fire Chief Adam Remington, Battalion Chief Gregory G. Muth and Firefighter/EMT Dillon Gavinski.

No Action Taken

- VIII. Letter from City of Franklin Fire Department Union President Robert R. Manke. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider promotion or performance evaluation data of one or more public employees over which it 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

The Commission discussed this item in open session along with Mr. Manke who was present at the meeting. No Action Taken

- IX. Retirement of Firefighter/EMT Thomas J. Surges effective April 28, 2011.

This was discussed along with item VI above. No Action Taken.

- X. Meetings with Fire and Police Department Union Representatives.

Commissioner Donohoo made it clear that the Fire and Police Union leadership can feel free to contact any Commissioner regarding matters that pertain to the Police and Fire Commission (with the exception of disciplinary matters).

- XI. Police and Fire Department Informational Items

Chief Oliva gave the Commissioners a copy of the Police Department Annual Report. He also explained that the department now has their own domain name for the public to get to their web page directly.

Chief Martins explained that the City now has one of the best services for emergency reporting (tornado sirens plus additional services).

XII. Future Meeting Dates and Future Agenda Items

Commission By-laws is the only open item. There is no need for a meeting for a while unless something new comes up. A meeting will be called at the discretion of the Commission President.

XIII. Adjournment

Motion by Commissioner Maher-Johnson and seconded by Commissioner Lindner to adjourn the Police & Fire Commission meeting at 11:22 a.m. Motion carried: Ayes-All.