

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN LAW ENFORCEMENT CENTER COMMUNITY ROOM
9455 W. Loomis Road, Franklin, Wisconsin
Monday, March 4, 2013 @ 5:45 p.m.**

MINUTES

- I. The March 4, 2013 Police & Fire Commission Meeting was called to order at 5:45 p.m. by Commission President Donohoo in the Community Room at the Franklin Law Enforcement Center. (It was announced in the lobby of the police station that the PFC meeting was starting in open session in case anyone wanted to come into the Community Room.)

Members present were Commissioners Donohoo, Lindner, Nelson, Maher-Johnson and Sass.

- II. Promotion to Police Department Detective - Promotion of Police Officer Jesse Hintz. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the promotion of Police Officer Jesse Hintz to the position of City of Franklin Police Department Detective. 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 Lindner and seconded by Commissioner Maher-Johnson to go into closed session at 5:48 p.m. Motion Carried: Ayes – All.

The Commission returned to open session at 5:53 p.m.

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson that Officer Jesse Hintz is hereby appointed to the position of City of Franklin Police Detective effective 3/22/2013. 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 Police Chief shall provide the Commission reports of his progress as required by the Commission. Motion Carried: Ayes – All.

- III. 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 candidates. Specific items to be discussed include the interviewing of numerous applicants and determining which applicants will be passed on for further consideration in the hiring process. The Commission may reconvene into open session at the same place thereafter to act on such matters discussed in the closed session as it deems appropriate and to continue the meeting agenda.

Commission President Donohoo explained what has happened recently with the hiring process. Human Resources Coordinator Zahn had gone thru the application packets to see who qualified to move on in the approved process. Commissioner Donohoo had to go thru questionable packets, about 25-30, to make a decision on whether applicants were qualified. Applicants that failed to include required documents, such as transcripts or the extra page of questions were rejected. One applicant was rejected that was under age. Commissioner Donohoo had to call several applicants to make a determination. 91 applicants were offered a chance to take the written test, or to re-use their test from within the past 6 months. We received test scores for 80 individuals. We called to schedule interviews of the top 23 as that was a logical cut-off due to multiple people having the same scores.

Motion by Commissioner Lindner and seconded by Commissioner Sass to go into closed session at 6:03 p.m. Motion Carried: Ayes – All.

The Commission re-entered open session at 7:45 p.m. upon unanimous vote.

Motion by Commissioner Sass and seconded by Commissioner Lindner that applicants 4 and 9 are passed on for further consideration. Applicants 1, 3, 6, 7, 8, and 10 are not passed on. Applicant 5 was a no show. Applicant 2 may be interviewed Wednesday if she doesn't get another job she is in the running for. Motion Carried: Ayes – All.

IV. Future Meeting Dates and Agenda Items

Further interviews are being conducted on Wednesday, March 6th.

V. Adjournment

Motion by Commissioner Sass and seconded by Commissioner Maher-Johnson to adjourn the Police & Fire Commission meeting at 7:48 p.m. Motion carried: Ayes-All.