

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL INSPECTION CONFERENCE ROOM
9229 W. Loomis Road, Franklin, Wisconsin
Monday, May 23, 2011 @ 5:30 p.m.**

MINUTES

- I. The May 23, 2011 Police & Fire Commission Meeting was called to order at 5:32 p.m. by Commission President Donohoo in the Inspection Conference Room at City Hall.

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

- II. Approval of Minutes from March 24, 2011.

Motion by Commissioner Sass and seconded by Commissioner Lindner to approve the minutes of March 24th, 2011. Motion Carried: Ayes – All.

- III. The Term of Commissioner Maher-Johnson

No Action Taken.

- IV. The Hiring of a Firefighter/EMT – The hiring of Eric M. Machajewski. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider employment of Eric Machajewski as a City of Franklin Firefighter/EMT. 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 5:35 p.m. Motion Carried: Ayes – All.

Per unanimous vote the Commission returned to open session at 5:55 p.m.

Motion by Commissioner Sass and seconded by Commissioner Lindner that Eric M. Machajewski is hereby appointed to the position of City of Franklin Firefighter/EMT effective 5/31/2011. Said appointment is subject to a 1 year probationary period, commencing on the effective date of his appointment. The 1 year probationary period will expire at the end of 1 year unless extended by the Commission and finally that the Police Chief shall provide the Commission approximately quarterly reports of his progress while on probation. Motion Carried: Ayes – All.

- V. Completion of Probationary Periods of Firefighter/EMT Dillon Gavinski, Police Officer Garrett J. Luling, and Police Officer Eric Phillips.

The Command Staff presented information on the performance of Gavinski, Luling, and Phillips.

Motion by Commissioner Sass and seconded by Commissioner Lindner that the Commission congratulates them for passing probation. Motion Carried: Ayes – All.

- VI. Review of Probationary Performance/Status of Police Captain Joseph Spak, Police Detective Eric Balow, Police Sergeant Craig Liermann, and Police Officer Joel D. Baumgart.

The Command Staff presented info that all probationary employees are progressing well. No Action Taken.

VII. The Use of Psychological Assessments in the Hiring Process.

The Commission agreed they would hold presentations in the fall with Psychologists to evaluate providers.

No Action Taken.

VIII. Hiring Process for Police Officers and Firefighter/EMT's.

It was discussed that there are no current openings. The Commission will need to create a new list for the Police Department when there are more approved openings. The current list is exhausted.

IX. Election of Commission Officers.

The consensus is to wait until all Commissioners are present at a meeting to vote on officers since Commissioner Maher-Johnson is absent.

X. Police and Fire Department Informational Items

The Fire Chief handed out the Fire Department Annual Report.

He also announced that on June 11th Cousins is donating 10% of profits that day to the Fire Department Safety Program.

XI. Future Meeting Dates and Future Agenda Items

Commissioner Donohoo announced that the Commission will not meet thru the summer unless something comes up that requires a meeting.

XII. Adjournment

Motion by Commissioner Lindner and seconded by Commissioner Sass to adjourn the Police & Fire Commission meeting at 6:12 p.m. Motion carried: Ayes-All.