

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
Tuesday, November 1, 2011 @ 5:00 p.m.**

MINUTES

- I. The November 1, 2011 Police & Fire Commission Meeting was called to order at 5:00 p.m. by Commission President Donohoo in the Hearing Room at City Hall.

Members present were Commissioners Donohoo, Lindner, Nelson, and Sass. Commissioner Maher-Johnson was excused. Also in attendance were Human Resource Coordinator Zahn (left at 6:05) , Police Chief Oliva, Inspector Hahn, Fire Chief Martins, and Assistant Chief Remington (Fire Chiefs left after item VI).

- II. Approval of Minutes from May 23, 2011.

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

- III. Review of Probationary Performance/Status of Fire Department Personnel Assistant Chief Adam Remington, Battalion Chief Gregory G. Muth, Fire Lieutenant Paul Guilbert III, Paramedic Lieutenant Michael Visauer, Firefighter/EMT Justin Reszczyński, and Firefighter/EMT Eric Machajewski.

It was reported that the probationary employees were all doing well. No Action Taken.

- IV. Fire Department Study by Public Policy Forum.

Fire Chief Martins explained there is a study being done to see if it makes sense for 5 communities to consolidate fire services. No Action Taken.

- V. Hiring Process for Firefighter/EMT – Discussion of hiring process including the present eligibility list.

The Fire Chief explained that we currently have no vacancies but expect we could have 1 or 2 within the next year. He feels that we have exhausted our current hiring list. No Action Taken.

- VI. Police and Fire Department Informational Items.

The Fire Chief gave an update on the potential cut paramedic funding from Milwaukee County.

- VII. Review of Probationary Performance/Status of Police Department Personnel Captain Joseph Spak, Detective Eric Balow, Sergeant Craig Liermann, Officer Joel D. Baumgart, Officer Stephen P. Hintz, and Officer Nicole Maramonte.

Police Chief Oliva stated that all probationary employees are progressing well and as expected. Officer Hintz will be ending his probation this next month. No Action Taken.

VIII. Letter from Police Chief Oliva concerning Police Officer Fixel.

Police Chief Oliva stated that Officer Fixel would be appealing to either the Police & Fire Commission or to an Arbitrator and has 10 days to appeal. No Action Taken.

No Action Taken.

IX. Hiring Process for Police Officer – Discussion of the hiring process including the creation of a new eligibility list.

It was again discussed that there is no current opening but there is potential to have an opening. The current list is expired. There was lengthy discussion as to what qualification candidates must possess and what items applicants should be given preference for. No action was taken and the item will be discussed further at the next Commission meeting.

X. Election of Commission Officers.

Motion by Commissioner Nelson and seconded by Commissioner Sass that Commissioner Donohoo remain as President of the Commission. Motion Carried: Ayes - All.

There was discussion that since there are no official rules that we do not have to have three elected positions but that we are required to have a Secretary.

Motion by Commissioner Sass and seconded by Commissioner Lindner to nominate Commissioner Nelson as Secretary. Motion Carried: Ayes – All.

Commission President Donohoo commented that since we don't have official rules that in the absence of the Commission President the Commission Secretary will assume the duties of the President.

XI. Future Meeting Dates and Agenda Items

The next meeting will be called as needed by Commission President Donohoo. Things to be discussed will include Psychological Assessments, Hiring Lists, Procedures for Grievances and Hearing Rules.

XII. Adjournment

Motion by Commissioner Lindner and seconded by Commissioner Nelson to adjourn the Police & Fire Commission meeting at 6:22 p.m. Motion carried: Ayes-All.