

**CITY OF FRANKLIN
POLICE & FIRE COMMISSION MEETING
FRANKLIN CITY HALL CENTER HEARING ROOM
9229 W. Loomis Road, Franklin, Wisconsin
October 28, 2013 @ 3:30 p.m.**

MINUTES

- I. The October 28, 2013 Police & Fire Commission Meeting was called to order at 3:30 p.m. by Commission President Donohoo in the Hearing Room at Franklin City Hall. Members present were Commissioners Donohoo, Lindner, Sass and Nelson. Commissioner Maher-Johnson was excused. Police Chief Oliva, Inspector Hahn, and Human Resources Coordinator Zahn were also in attendance.

- II. Approval of the Minutes from August 28th, 2013.

Motion by Commissioner Sass and seconded by Commissioner Lindner to approve the minutes as presented. Motion Carried: Ayes – All.

- III. Promotion to Police Department Detective - Promotion of Police Officer Shawn Harrison. The Police and Fire Commission may enter into closed session pursuant to sec. 19.85(1)(c) to consider the promotion of Police Officer Shawn Harrison 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

(The Commission did not go into closed session for this item.) Motion by Commissioner Sass and seconded by Commissioner Nelson that Shawn Harrison is hereby appointed to the position of City of Franklin Police Department Detective effective 11/4/2013. 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 Fire Chief shall provide the Commission reports of his progress as required by the Commission. Motion Carried: Ayes – All.

- IV. Completion of Probationary Periods by Police Officers David Burkee, Amy Hempe and Sarah Maricle.

All Officers are doing well. No Action Needed.

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

Chief Oliva explained that we may have up to 4 openings soon.

The Commission agreed that they would recommend taking out the typing requirement for police officers. This will need to be changed in the job description and approved by the Personnel Committee and Common Council.

Motion by Commissioner Donohoo and seconded by Commissioner Sass that the new eligibility list procedure will basically be the present procedure with any tweaks needed in order to put in a preference for law enforcement officers. Commissioner Donohoo will add that in legally, or leave out if he can't put it in legally. Motion Carried: Ayes – All.

VI. Police and Fire Department Informational Items.

No items discussed.

VII. Future Meeting Dates and Agenda Items.

VIII. Adjournment

Motion by Commissioner Lindner and seconded by Commissioner Sass to adjourn the Police & Fire Commission meeting at 4:25 p.m. Motion carried: Ayes-All.