

POLICE AND FIRE COMMISSION MEETING MINUTES
Fire Station #2
January 8, 2019

CALL TO ORDER: Chair Scott Scheife called the meeting to order at 5:30 p.m.

ROLL CALL: Present were: Chair Scott Scheife, Larry Owen, Jack Daniels and Sam Schneider. Alan Campbell arrived at 5:32 pm. Police Chief Hoell, Fire Chief Delain, and Support Services Manager Tucker were also in attendance.

APPROVAL OF MINUTES: Motion by Jack Daniels, second by Sam Schneider to approve the minutes from meetings on December 4, December 6, December 12 and December 19. Unanimous vote carried.

POLICE DEPARTMENT- SUCCESSION PLANNING: Chief Hoell presented a succession plan option for his retirement in January 2020. Chief Hoell expressed support for making Captain Snow the next Police Chief, and he suggested that Snow be interviewed sometime in January 2019, so that he can be officially designated as the next Chief effective January 2020. This would then open up a position as Captain, and Chief Hoell suggested that interviews for that position take place in February/March of this year, and the subsequent opening for Lieutenant have interviews in March/April of 2019. Chief Hoell said that having these interviews allows for training time for each position. After he presented, several questions were asked about the process. Chief Hoell said that all positions would be filled from within, except that when they are finished, they may be hiring another officer. Commission agreed that they wanted a closed session meeting to question Chief Hoell, after which they would likely set up a meeting with Captain Snow. Meeting was set for January 15.

FIRE DEPARTMENT- HIRING PROCESS: Chief Delain explained that he has three openings for Firefighter/Paramedics because of the recent promotions to Battalion Chief. He presented three options to fill these positions: bring in paid on premise paramedics, evaluate them when they are on duty, and offer a full-time position to interested candidates; hire from outside; wait and use the two current firefighters who are currently in paramedic training ending in May or June of 2019. Chief Delain explained that by the end of 2019, he is required to be fully staffed for paramedics so that there is at least one on duty at all times; he also explained that not having the three positions filled is resulting in additional Overtime pay. Commission discussed options and agree that the best of the three would be to bring in the paid on premise paramedics in and see how that goes. They asked what their role would be in hiring those positions; Chief Delain said that the Commission will have no involvement. Commission directed Chief Delain to start the hiring process for the paid on premise paramedics.

SET NEXT MEETING DATE: Next meeting will be 1/15/19 @ 5:30pm at the Police Annex.

ADJOURNMENT: Motion by Sam Schneider, second by Alan Campbell to adjourn at 6:10 P.M. Motion Carried Unanimously.

Respectfully Submitted,

Michelle Tucker