

PROCEEDINGS OF THE CITY OF NEW BERLIN
POLICE & FIRE COMMISSION MEETING
Tuesday, May 25, 2010
7:00 P.M.

Public Safety Building/16300 W. National Avenue
Municipal Court Room

CALL MEETING TO ORDER; ROLL CALL; PUBLIC NOTICE

The meeting was called to order by President O'Donnell at 7:02 PM. Present: Commissioners O'Donnell, Pezze and Piontek. Also present: Police Chief Joseph Rieder

APPROVAL OF MINUTES

Motion by Commissioner Pezze to accept the minutes of May 3, 2010 as written. Seconded by Commissioner Piontek and carried unanimously.

COMMUNICATIONS

- E-mail communication from Chief Joseph Rieder dated May 20, 2010 reference WCMLERA test results.
- Letter from Mayor Chiovatero dated May 19, 2010 sent via e-mail reference vacant fire chief position with copy of updated Fire Chief position description
- E-mail communication from Mayor Chiovatero dated May 24, 2010 reference Open Records Request
- E-mail communication from Tami Potkay dated May 21, 2010 reference PT Firefighter/EMT position description

OUTSTANDING BILLS

Herrick & Kasdorf, LLP in the amount of \$1,195.00. Motion by Commissioner Pezze to authorize payment, seconded by Commissioner Piontek and carried unanimously.

WCMLERA in the amount of \$1,623.32. Motion by Commissioner Piontek to authorize payment, seconded by Commissioner Pezze and carried unanimously.

OLD BUSINESS

Police Department: Update about WCMLERA testing process and NBPD recruitment efforts
Chief Rieder handed out some statistics from the last testing process. New Berlin yielded about 80 applicants from which 10-12 viable candidates may be presented to the Commission for interviewing next month.

NEW BUSINESS

Request by Mayor Chiovatero to address the Commission

The Mayor asked for a few minutes of privilege of the floor to speak about the upcoming fire chief search and to convey his requirements and preferences for the type of person he hopes to recruit into the position. He also requested the Commission to establish a new Eligibility List for part-time FF/EMTs because he felt the pool of qualified individuals was dwindling and we were losing people to other departments in the local area. Finally, the Mayor stated to the Commissioners that in his opinion there was no need to appoint an interim fire chief and that operations within the department were going well.

Fire Department: Discussion and possible action regarding recruitment of fire chief

A general discussion occurred about the qualifications of the fire chief and the difference in requirements currently documented in the rules of the PFC and the newly updated description being circulated by the City. There was agreement among the Commission members to allow internal NBFD applicants to apply under current PFC rules, but that external applicants would have to meet City-required minimum standards (in addition to all other PFC requirements). Commissioner O'Donnell reminded the Commissioners that current PFC rules allow us to appoint a fire chief from within the dept using the "with

Proceedings of the Police and Fire Commission Meeting
Tuesday, May 25, 2010

advantage" language from WI Stat. 62.13. Tami Potkay then presented each Commissioner with a packet of proposed documents and materials to be used by the City in the fire chief recruitment process. Discussion ensued about the appropriateness of the City HR Department's involvement and role which in the past was handled exclusively by the PFC Secretary. In the absence of an elected Secretary, the Commission acknowledged the support of the HR Department would be necessary to expedite the various tasks that needed to be done to move the recruitment forward. A list of suggested sites in which to advertise the vacancy was approved by the Commission with the exception of the *Chicago Tribune*. A proposed timeline of activities associated with the recruitment was presented, discussed and approved. No further action taken.

Discussion and possible action regarding recruitment of firefighter/paramedic personnel
Discussion was conducted about current Eligibility List members and who may still be interested in employment. Debbie Gillard was asked to follow up and advise the Commission. Commissioners authorized the fire department leadership to begin a testing process if it was determined that there are too few qualified people on the current Eligibility List, especially since the Mayor expressed his interest in hiring more such personnel in the near future. No further action taken.

Discussion and possible action regarding appointment of interim fire chief and assistant chief(s)
After discussion, and assurances from fire department personnel, no action was taken.

NEXT MEETING DATE

To be determined

ADJOURN

Motion by Commissioner Piontek to adjourn at 8:26 PM. Seconded by Commissioner Pezze and carried unanimously.

Michael D. O'Donnell, President
Police and Fire Commission