

Minutes

POLICE & FIRE COMMISSION

October 25, 2000

The meeting of the Police & Fire Commission was called to order by Commissioner Andries at 7:05 P.M. Commissioners present were: Andries, Brejcha, Lorbiecki, O'Donnell, and Pedersen. Also present were Police Chief Schroeder and Police Captain Noordyk.

APPROVAL OF MINUTES

Motion by Commissioner Pedersen to approve the Minutes of the Meetings held on October 19, 2000, subject to correction. Seconded by Commissioner Brejcha and carried unanimously.

COMMUNICATIONS

1. From Commissioner O'Donnell to Atty. Paul Reilly reference Leave of Absence
2. From Human Resources Director Tami Potkay reference "Award of Excellence"
3. From Chief Schroeder to Police Department Personnel reference New Hires
4. From Chief Schroeder to Police Department Personnel reference Potential Promotions

BILLS/None

OLD BUSINESS/None

NEW BUSINESS/None

Motion by Commissioner O'Donnell to convene into Closed Session at 7:25 P.M. Seconded by Commissioner Brejcha and carried unanimously.

CLOSED SESSION

The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(c) of the Wisconsin State Statutes.

1. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Any Necessary Modifications to Commission Rules re: Fire Dept. Personnel Issues -
 - Procedure for Appointment of Fire Chief and Subordinates -

Motion by Commissioner O'Donnell to convene into Open Session at 11:30 P.M. Seconded by Commissioner Brejcha and carried unanimously.

OPEN SESSION

Possible Action on Procedure for Appointment of Fire Chief and Subordinates

It was stipulated under general discussion that the Commission will appoint a Fire Chief and it will be the responsibility of the Fire Chief to make recommendations to fill personnel positions that are authorized by the City.

Motion by Commissioner Pedersen to authorize Commissioner Brejcha to review and draft recommendations for the Fire Department section of the Police & Fire Commission Rules and Regulations and provide same to Commission at the next meeting. Seconded by Commissioner O'Donnell and carried unanimously.

Motion by Commissioner O'Donnell to authorize Commissioner Andries to contact Human Resources Director Tami Potkay with minimum requirements and additional factors and qualifications to be considered for the position of Fire Chief including but not limited to the following:

1. Bachelor's Degree in Fire Management or Public Administration or related field.
2. Present experience with Paid-on-Call Department.
3. Certified Instructor II license.
4. National Fire Academy Executive Officer's Training Program.

Seconded by Commissioner Brejcha and carried unanimously.

Possible Action on Any Necessary Modifications to Commission Rules re: Fire Dept. Personnel Issues

Motion by Commissioner Brejcha to create Rule 13.01 - Every applicant at the time of appointment for position of Chief of the Fire Department of the City of New Berlin shall:

1. Be a citizen of the United States.
2. Be able to speak the English language understandably.
3. Have an Associate Degree in Fire Science or related field.
4. Minimum of 5 years of experience in Fire Department operations.
5. Not have been convicted of a felony, unless subsequently pardoned and be of good character.
6. Not have been previously rejected by the Commission's medical examiner for a cause that remains uncorrected.

Seconded by Commissioner Pedersen and carried unanimously.

Motion by Commissioner Brejcha to repeal and recreate Rule 12.01 to provide that the following rules herein provided shall be applicable to all positions in Fire Service for the City of New Berlin. Seconded by Commissioner Pedersen and carried unanimously.

Motion by Commissioner Brejcha to create Rule 25.01 to read: "These rules shall not be repealed, amended, or modified except by majority action of the Commission at a regular meeting of the Commission. Seconded by Commissioner Pedersen and carried unanimously.

The next meeting will be held on November 9, 2000.

Motion by Commissioner Brejcha to adjourn the meeting at 11:35 P.M. Seconded by Commissioner Pedersen and carried unanimously.

Renee Lorbiecki, Secretary
Police & Fire Commission