



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**POLICE AND FIRE COMMISSION MEETING
MONDAY, OCTOBER 16, 2023 – 4:00 P.M.
CITY HALL – SECOND FLOOR**

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AMENDED AGENDA

1. Call meeting to order
2. Roll call
3. Review and possible action relating to the **minutes of the September 14, 2023** meeting of the Police and Fire Commission
4. Review and possible action in relation to **hiring of top candidate(s) from the hiring process** for the Police Department (Bump)
5. Review and possible action on **certifying an eligibility list for future vacancies** within the department, if applicable (Bump)
6. The Police and Fire Commission may consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [**review of applications for the Fire/EMS Chief position**]
7. Adjournment

CC: Police and Fire Commission members: Philip Jones, Jeanne Delacruz-Raub, Dick Schultz, Russell Turk, and Megan Hartwick; City Manager, Fire Chief, Police Chief, City Council, News Media

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City of Fort Atkinson
City Clerk/Treasurer's Office
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**POLICE AND FIRE COMMISSION MEETING
IN PERSON AND VIA ZOOM
THURSDAY, SEPTEMBER 14, 2023 – 10:00 A.M.
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

Commissioner Jones called the meeting to order at 10:00 am.

2. ROLL CALL

Commissioners: Hartwick, Jones, Schultz, Turk. Also present: GovHR representative, City Manager, Deputy Clerk and Police Chief.

Excused absence: Raub.

3. REVIEW AND POSSIBLE ACTION RELATING TO THE MINUTES OF THE JULY 31, 2023 MEETING OF THE POLICE AND FIRE COMMISSION

Schultz moved, seconded by Hartwick to approve the minutes of July 31, 2023 meeting of the Police and Fire Commission. Motioned carried unanimously.

4. REVIEW AND POSSIBLE ACTION RELATING TO EXTENDING A CONTINGENT OFFER OF EMPLOYMENT TO CANDIDATE ON ELIGIBILITY LIST

Chief Bump updated the commission that the applicant pool has changed since the last meeting and requested the Commission to approve a contingent offer of employment to the candidates on the eligibility list.

Schultz moved, seconded by Turk to extend a contingent offer of employment to the two remaining eligible candidates. Motion carried unanimously.

5. REVIEW AND DISCUSSION RELATING TO BACKGROUND, SKILLS, AND ABILITIES DESIRED BY THE POLICE AND FIRE COMMISSION FOR THE FIRE/EMS CHIEF POSITION AND RECRUITMENT UPDATE

The Commission received an update on the submissions for the position. A total of 22 applications from 8 different states were received timely. After the initial review, 13 applications will continue to be further reviewed. The Commission then discussed various skills, attributes and experiences of the ideal candidate for the Department as is consists of a mix of POC and full time staff.

6. ADJOURNMENT

Hartwick moved, seconded by Schultz to adjourn. Meeting adjourned at 10:59 am.

Respectfully submitted,
Courtney Thom
Deputy Clerk