



Police and Fire Commission MEETING MINUTES

September 19, 2023 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the Police & Fire Commission meeting to order at 1:02pm at the Public Safety Building.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioners Myers, O'Donnell, Palechek, and Piontek. Also present: Fire Chief Mark Polzin, Psychologist Dr. Craig Childs, Fox 6 reporter Bryan Polcyn and a tv cameraman. Excused: Commissioner Lanser and Police Chief Jeff Hingiss.

3. APPROVAL OF MINUTES

A. May 16, 2023 Police and Fire Commission meeting minutes

MOTION: Motion to Approve May 16, 2023 Minutes

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner O'Donnell
Motion 4-0

B. August 15, 2023 Police and Fire Commission meeting minutes

MOTION: Motion to Approve August 15, 2023 Minutes

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

4. COMMUNICATIONS

None.

5. BILLS

- A. Froedtert Health/Workforce Health Invoice No. 00015111-00 dated July 31, 2023 in the amount of \$430.00 (PO 23523312) for new employee health screenings-Fire Department
- B. Froedtert Health/Workforce Health Invoice No. 00015383-00 dated August 31, 2023 in the amount of \$1,290.00 (PO 23523329) for new employee health screenings-Fire Department
- C. Organization Development Consultants, Inc. Invoice No. 13847 dated July 14, 2023 in the amount of \$700.00 (PO 23521455) for new hire psychological assessment-Police Department

MOTION: Motion to approve and pay the above invoices that occurred during the normal course and scope of business since last regular meeting

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion 4-0

6. OLD BUSINESS

A. Discussion and possible action on Lieutenant promotional process - Fire Department

Discussion and possible action on Lieutenant promotional process-Fire Dept.

Chief Polzin presented some more details about the process he proposed last meeting and answered questions posed by the Commissioners, including information about costs. After discussion, the Commission concluded that the proposal seemed fair and transparent, as well as consistent with the requirements of the PFC Rules & Regulations and the current Fire Department CBA. Implementation of the new process will occur in early 2024.

MOTION: Motion to adopt the lieutenant promotional process recommended by Chief Polzin that includes the following five (5) components: an adaptive challenge paper to be authored by each applicant, an assessment center experience composed of a practical fire-based scenario, a conflict resolution role play scenario, an oral interview/resume, and a job trait/psychological assessment

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

7. NEW BUSINESS

None

8. CLOSED SESSION

A. The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85(1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, more specifically:

B. Discussion with Dr. Craig Childs regarding Firefighter/EMS personnel psychological assessments and evaluations - Fire Department

MOTION: Motion to enter into closed session at 1:07PM

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion 4-0

9. RECONVENE TO OPEN SESSION

A. Discussion and possible action on Firefighter/EMS personnel psychological assessments and evaluations - Fire Department

MOTION: Motion to reconvene in open session at 1:54PM

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

No action taken on Firefighter/EMS personnel psychological assessments and evaluations-Fire Department

10. ADJOURN

MOTION: Motion to adjourn at 2:09PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Palechek
Motion 4-0

*Respectfully Submitted,
Michael O'Donnell, PFC Secretary*

