



POLICE AND FIRE COMMISSION

Meeting of the Police and Fire Commission was called to order by Chair Young at 3:35 p.m. on March 24, 2025, in the Fire Department Training Room, Fire Department Building.

1. Roll Call:

Members present: Tim Hufschmid, Beth Jasiak, Shannon Young, Paul VanBerkel, and Carla Zacharias (arrived at 4:00 p.m.).

Also present: Police Chief Graff, Fire Chief Carrel, and HR Director Hodge.

2. Correspondence:

Email correspondence from Chief Carrel regarding the City of Kaukauna utilizing additional State shared revenue to add three full-time positions to the department.

A second email correspondence from Chief Carrel stated that they have had a firefighter/paramedic vacancy since September. He is working with HR to create a new position of Firefighter/EMT in order to expand the hiring pool. He explained that those hired into that position will only be in that position temporarily until they finish paramedic schooling.

3. Minutes:

Motion by Jasiak, seconded by Hufschmid to approve the minutes of September 4, 2024. Three members voted aye, VanBerkel abstained. Motion carried.

4. General Matters:

Chief Graff indicated that the police department will be hiring one additional officer due to the two-plus upcoming retirements in 2026. The goal is to stay ahead of the hiring process with the length of the field training program.

5. Adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of interviewing Police Officer Candidate for eligibility list:

Motion by VanBerkel, seconded by Young to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of interviewing Police Officer candidate for the eligibility list. All members present voted aye. Motion carried.

Adjourned to closed session at 3:45 p.m.

Carla Zacharias arrived at 4:00 p.m.

6. Return to open session for possible action:

Motion by Young, seconded by Jasiak to return to open session for possible action. All members voted aye. Motion carried.

Returned to open session at 4:10 p.m.

Motion by Young, seconded by Zacharias to move Jacob Toeppler to the eligibility list. All members voted aye. Motion carried.

7. Motion by Young, seconded by Jasiak to adjourn. All members voted aye. Motion Carried.

Meeting adjourned at 4:15 p.m.

Respectfully,
Beth Jasiak, Acting Secretary

