

POLICE AND FIRE COMMISSION

City of Kaukauna
Fire Department Training Room
Kaukauna Fire Department
207 Reaume Avenue, Kaukauna



Tuesday, June 21, 2022 at 1:00 PM

AGENDA

1. Roll Call.
2. Correspondence.
3. Approval of Minutes.
 - a. [Police and Fire Commission Meeting Minutes of April 28, 2022.](#)
4. Discussion Topics.
5. Convene to Closed Session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of interviewing Patrol Officer Candidates for eligibility list.
 - a. Interview Schedule for Patrol Officer.
6. Reconvene to open session for possible action.
7. General Matters.
8. Adjourn.

NOTICES

Notice is hereby given that a majority of the City Council will be present at the meeting of the Police and Fire Commission scheduled for Tuesday, June 21, 2022 at 1:00 P.M. to gather information about a subject over which they have decision making responsibility.

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.

POLICE AND FIRE COMMISSION

Meeting of the Police and Fire Commission was called to order by Chairman Verkuilen at 9:00 a.m. on April 28, 2022 in the Fire Department Training Room, Fire Department Building.

1. **Roll Call:**

Members present: Beth Jasiak, Paul VanBerkel, John Verkuilen, Shannon Young, and Carla Zacharias.

Also present: Fire Chief Carrel, Police Chief Graff, Mayor Penterman and HR Director Swaney.

Motion by Verkuilen, seconded by Zacharias to excuse the absent member. All members voted aye (4-0). Motion carried.

2. **Correspondence:** None.

3. **Minutes:** Motion by Verkuilen, seconded by Young, to approve the minutes of June 14, 2021. All members voted aye (4-0). Motion carried.

4. **General Matters:**

Police Chief Graff reported that officer David Knepfel resigned, which creates an opening in the department. The eligibility list for the Police and Fire have been exhausted. Discussed how long to keep names on the eligibility list. Tabled until next meeting. Police Chief will start the hiring process and report back to the Police and Fire Commission.

Fire Chief Carrel handed out their annual report for 2021.

Fire Chief reported that they are handling Combined Locks ambulance calls. The Fire Department is short two staff personnel. The Department will study a Service Sharing Program extended to Townships in surrounding area.

5. **Adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of interviewing Firefighter/Paramedic Candidates for eligibility list:**

Motion by Young, seconded by Jasiak to adjourn to closed session pursuant to Wis. State Statute 19.85(1)(c) for the purpose of interviewing Firefighter/Paramedic Candidates for eligibility list. All members voted aye (4-0). Motion carried.

Adjourned to closed session at 9:32 a.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 (4-0). Motion carried.

Returned to open session at 11:11 a.m.

Motion by Young, seconded by Jasiak to put Eliot Chier and Leighton Myers on the eligibility list. All members voted aye (4-0). Motion carried.

7. **General Matters:** None.

Motion to adjourn by Jasiak, seconded by Verkuilen. All members vote aye (4-0). Meeting adjourned at 11:16 a.m.

Respectfully,
Carla Zacharias, Secretary