

## DRAFT

### POLICE AND FIRE COMMISSION

Date/Time: Tuesday, April 19, 2016 at 9:00 a.m.  
Location: Board Room – Wausau City Hall – 407 Grant Street, Wausau  
Members Present: T. Patterson (C), C. Bahr, W. Graef, D. Huntimer, L. Jorstad  
Member Absent:  
Others Present: T. Kujawa, J. Hardel, J. Kannenberg

In accordance with Chapter 19, Wisconsin State Statutes, notice of this meeting was posted at Wausau City Hall and the Public Safety Building, and emailed to the Wausau Daily Herald and City Pages in the proper manner.

#### Call to Order/Roll Call.

The Police and Fire Commission meeting was called to order at 9:00 a.m. Roll call was taken of present Police and Fire Commission members to include Bahr, Jorstad, Patterson, Graef, and Huntimer.

#### Approval of the Minutes of the 3/15/2016 Meetings.

Motion by Huntimer to approve the meeting minutes from March 15, 2016. Second by Bahr. Motion passes 5-0.

#### Closed Session Pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes for the purpose of consideration of Police Department conditional offer candidate for Police Officer.

Motion by Bahr to move into Closed Session. Second by Huntimer. Motion passes 5-0. The Police and Fire Commission entered into Closed Session.

#### Reconvene meeting into Open Session for purpose of acting upon consideration of Closed Session item.

Motion by Jorstad to approve the conditional offer candidate for Police Officer. Second by Bahr. Motion passes 5-0.

#### Police Department Operations.

Police Department Activity Report. Hardel provided an overview of cases the department has been working on during the last 30 days.

Motion by Bahr to accept the Police Department Operations report. Second by Jorstad. Motion passes 5-0.

#### Fire Department Operations.

Fire Department Activity Report. Chief Kujawa asked if there were any questions about the activity report; none were presented.

Strategic Plan. Kujawa said the plan is done after 1 year of work and passed the Strategic Plan out to those in attendance. Kujawa said the department is excited about the plan and it provides a vision to the future of the department. This is part of the accreditation process that the department is working towards. Kujawa said that she can answer questions about the plan next month if any items come up.

Briefing on ISO Rating. The City of Wausau's Insurance Services Offices public protection class rating advanced from a 3 to a 2. Kujawa said that the rating could have an effect for setting some insurance levels. *(Bahr left the meeting.)*

Succession Planning: Pat Lynch. Kujawa corrected the name of the project, saying that it is a process, not a plan. Kujawa said that the Succession Process was the next step in the accreditation process and she sought out Dr. Lynch after attending several of her training sessions at national conferences. Dr. Lynch

provided an overview to the commissioners about the process and the steps involved in the process. The Succession Process should be complete within 3 months.

Motion by Jorstad to accept the Fire Department Operations report. Second by Huntimer. Motion passes 4-0.

**Next Regularly Scheduled Meeting** – May 17, 2016.

**Adjourn.** Motion made by Graef to adjourn. Second by Huntimer. Motion passes 4-0. Meeting adjourned.

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