

# Western Lakes Fire Commission

April 17, 2024

## Call to Order

- Chris Kadow called the meeting to order at 6:01 p.m. Commissioners present were Chris Kadow, Mike Miller, Susan Marshall, and Matt Yunk. Scott Kussow was excused.

## Proof of Notice

- Chief Bowen announced that the notice was posted April 15, 2024 at 3:26 p.m. in accordance with open meeting laws.

## Pledge of Allegiance

- Chris Kadow led the group in the Pledge of Allegiance.

## Approval of Minutes

- A motion by Susan Marshall seconded by Mike Miller to approve meeting minutes from the January 18, 2024 Fire Commission Meeting. Motion carried.

## Presentation

- Chief Bowen provided the Fire Commission with an update of the District's operations, staffing, and budget.

## Closed Session

- Chris Kadow announced that the Fire Commission will convene into closed session pursuant to section 19.85(1)(c), Wisconsin State Statutes, "To consider employment, promotion, compensation, or performance evaluation of the District's part time and full-time employees, over which the Fire Commission exercises responsibility". (Discuss Eligibility Pool for Firefighter/Paramedic and options related to the same, Discuss Eligibility Pool for Lieutenant and options related to the same) The Fire Commission will reconvene into open session at the conclusion of the closed session and, if appropriate, take action related to matters discussed during closed session.
- At 6:18 p.m. Susan Marshall made a motion for the Fire Commission to convene into closed session by roll call vote and was seconded by Matt Yunk. Fire Commission proceeded to closed session by roll call vote unanimously.
- The Fire Commission will reconvene into open session at the conclusion of the closed session.

## Open Session

- At 6:58 p.m. a motion by Mike Miller seconded by Matt Yunk for the Fire Commission reconvened into open session. Motion carried unanimously.

## Discussion/Action – Full-time Firefighter/Paramedic Eligibility Pool

- Chief Bowen provided an update to the commission that an assessment center and interviews were held in March for the position of firefighter/paramedic. The Chief presented candidates that have successfully completed the assessment center and favorable background investigation to be validated by the Commission and create an eligibility pool. Upon receiving conditional offers of employment, candidates will be required to successfully complete a medical physical, professional physical, and psychological examination.
- A motion was made by Mike Miller and seconded by Susan Marshall to create an eligibility pool as recommended by the Chief for the position of firefighter/paramedic and authorize the Chief to make offers of employment to eligible candidates at his discretion. Motion carried unanimously.

### **Discussion/Action – Full-time Lieutenant Eligibility Pool**

- Chief Bowen provided an update to the commission that an assessment center and interviews were held March for the position of Lieutenant. Chief Bowen provided a pool of candidates that successfully completed the assessment center with favorable backgrounds completed to be validated by the Commission and create an eligibility pool. Upon receiving conditional offers of employment, candidates will be required to successfully complete a medical physical, professional physical, and psychological examination.
- A motion was made by Matt Yunk and seconded by Mike Miller to create an eligibility pool as recommended by the Chief for the position of Lieutenant and authorize the Chief to make offers of employment to eligible candidates at his discretion. Motion carried unanimously.

### **Adjournment**

- A motion was made by Mike Miller and seconded by Susan Marshall to adjourn the meeting at 7:06 p.m. Motion carried unanimously.