

Western Lakes Fire Commission

April 25, 2023

Call to Order

- Scott Kussow called the meeting to order at 5:32 p.m. Commissioners present were Scott Kussow, Mike Miller, Matt Yunk. Chris Kadow and Susan Marshall were excused.

Proof of Notice

- Chief Bowen announced that the notice was posted April 24, 2023 at 2:26 p.m. in accordance with open meeting laws.

Pledge of Allegiance

- Scott Kussow led the group in the Pledge of Allegiance.

Approval of Minutes

- A motion by Mike Miller seconded by Matt Yunk to approve meeting minutes from the March 22, 2023 Fire Commission Meeting. Motion carried.

Closed Session

- Scott Kussow 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 of candidates for firefighter/paramedic and lieutenant positions) 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 5:40 p.m. Matt Yunk made a motion for the Fire Commission to convene into closed session by roll call vote and was seconded by Mike Miller. 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 6:36 p.m. a motion by Matt Yunk seconded by Mike Miller for the Fire Commission reconvened into open session.

Update – District Staffing

- Chief Bowen presented to the commission staffing updates including the progress of the new hires in 2023.

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

- Chief Brad Bowen presented to the Commission the process that the candidates went through for the position of Firefighter/Paramedic. There was a total of thirty applicants for the position. After reviewing application materials sixteen candidates were interviewed for the position and completed the assessment center. The process included a written application, oral interview, public relations scenario, EMS scenario, and human resources/critical thinking scenario. Following background investigations there are eight additional candidates to be added to the eligibility pool.

- A motion was made by Matt Yunk and seconded by Mike Miller to add the additional eight candidates to the eligibility pool for full-time firefighter/paramedic as candidates the Chief may appoint as full-time firefighter/paramedic. Motion carried.

Discussion/Action – Full-time Lieutenant Eligibility Pool

- Chief Brad Bowen presented to the Commission the process that the candidates went through for the position of Lieutenant. There was a total of thirty-one applicants for the position. After reviewing the application materials, a total of sixteen candidates were interviewed for the position and completed the assessment center. The process included a written application, oral interview, public relations scenario, EMS scenario, and human resources/critical thinking scenario. Following background investigations there are nine candidates eligible for the eligibility pool.
- A motion was made by Matt Yunk and seconded by Mike Miller to create an eligibility pool including the nine candidates that passed background investigations and the assessment center and provide candidates through the end of 2023 to obtain the emergency instructor course.. Motion carried.

Adjournment

- A motion was made by Mike Miller and Seconded by Scott Kussow to adjourn the meeting at 6:44 p.m. Motion carried.