

# Western Lakes Fire Commission

August 30, 2023

## **Call to Order**

- Chris Kadow called the meeting to order at 6:00 p.m. Commissioners present were Chris Kadow, Matt Yunk, and Susan Marshall. Scott Kussow and Mike Miller were excused.

## **Proof of Notice**

- Chief Bowen announced that the notice was posted August 25, 2023 at 2:00 p.m. in accordance with open meeting laws. The meeting was reposted on August 29, 2023 at 1:24 p.m. with the start time of 6 p.m.

## **Pledge of Allegiance**

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

## **Approval of Minutes**

- A motion by Matt Yunk seconded by Susan Marshall to approve meeting minutes from the April 25, 2023 Fire Commission Meeting. Motion carried.

## **Update – District Staffing and Operations**

- Chief Bowen presented to the commission staffing updates including response time improvements from all stations and a decline in turnout times.

## **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 Potential Appointment of Assistant Chief and options related to the same, Discuss Potential Appointment of Fire Inspector 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 6:29 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 6:57 p.m. a motion by Chris Kadow seconded by Matt Yunk for the Fire Commission reconvened into open session.

## **Update – Full-time Firefighter/Paramedic Process**

- Chief Bowen provided an update to the commission that assessment center and interviews will be hosted on September 7<sup>th</sup> for the position of firefighter/paramedic. Following the assessment center and interviews, background investigations will be completed and the commission will have a meeting near the end of September to discuss expanding the eligibility pool and authorize the Chief to hire candidates.

## **Discussion/Action – Full-time Assistant Chief Position**

- Chief Brad Bowen presented to the Commission the process that the candidates went through for the position of Assistant Chief. A total of six candidates went through the assessment and interview process. Following the assessment center two candidates were selected for background investigations.
- A motion was made by Chris Kadow and seconded by Matt Yunk to approve Ross Gscheidmeier for the position of full-time Assistant Chief and authorize the Chief to proceed with making an offer of employment. Motion carried.

#### **Discussion/Action – Full-time Fire Inspector Position**

- Chief Brad Bowen presented to the Commission the process that the candidates went through for the position of Fire Inspector. A total of seven candidates went through the assessment center and interview process. Following the assessment center two candidates were selected for background investigations.
- A motion was made by Chris Kadow and seconded by Susan Marshall to approve Steven Boldt for the position of full-time Fire Inspector and authorize the Chief to proceed with making an offer of employment. Motion carried.

#### **Adjournment**

- A motion was made by Susan Marshall and Seconded by Chris Kadow to adjourn the meeting at 7:12 p.m. Motion carried.