

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES  
TUESDAY, March 08, 2016  
7:00 P.M.**

**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

- 6:56 PM Meeting called to order by Commission President Loppnow
  - Commissioner Redlin read the roll for attendance
    - Present : Commissioners Loppnow, Redlin, Rebholz, Wojciechowski, Riesinger
    - Also in attendance : Police Chief Robert Rosch, Fire Chief David Dean
  - Pledge of Allegiance led by Commissioner Loppnow.
  - Commission President Loppnow made an Announcement that a Closed Session will be held at the conclusion of the regular agenda items.
1. Consideration of a motion to approve the Police and Fire Commission Minutes for meetings held on January 12, 2016.
    - a. Motion by Commissioners Rebholz / Riesinger to approve the Hartland Police & Fire Commission minutes for the meeting of January 12th, 2016. The motion carried on the unanimous vote of the Commissioners.
  2. Fire Department Update and Monthly Report – Fire Chief David Dean
    - a. Chief Dean briefly reviewed the February, 2016 Call Summary and Monthly Response Reports for the Commissioners ... 58 EMS calls and 13 Fire calls .
    - b. Chief Dean reported that the Department "... morale is high...". There was "standing room only" at the 3/7 department meeting and guest speaker Dr Chis Rebholz, D.C. [a PFC Commissioner] made a presentation on Ergonomics, the goal of which was to guide the staff in proper techniques for moving patients and working "on scene" for both firefighters and EMS personnel.
    - c. According to Chief Dean, the HFD has included an updated piece on fire safety in the recently published Village Newsletter.
    - d. Chief Dean reported that the firehouse now has an ADA Compliant bathroom, which became necessary with the authorized, extended hours of occupancy by HFD staff.
    - e. According to Chief Dean, he plans to have the updated HFD Rules on the April agenda as an action item.
    - f. The HFD is planning its 4<sup>th</sup> annual dinner / fund raiser for the benefit of the Extrication Team on Saturday,3/12, at 5PM at Rustic Manor 1848, with Free admission and dinner optional at \$15 per plate

3. Police Department Update – Police Chief Rosch

- a. Chief Rosch reported that the Village of Hartland is planning to have all Schools participate in a “Lock-down Drill”.
- b. The Chief also thanked all those who attended the Wisconsin Chiefs of Police Association dinner event in Wisconsin Dells on 02/09/2016. At that event the Village Police Department was awarded the credential for having accomplished its first WILEAG Accreditation; also, Chief Rosch was sworn in as the new President of the WCPA
- c. According to Chief Rosch the staff has recently scheduled training on CPR and other new equipment now being carried in all HPD squads.
- d. Chief Rosch reported that the HPD has now begun planning the hiring process to replace the recently opened Police Officer position. The Chief related that he expects testing [physical and written] to be scheduled for Saturday, 4/2/2016 with interviews by the HPFC to be scheduled for the day of 4/16/16. The Commissioners were polled and agreed that the 4/16 date would work for them, as well. It is expected that approximately 12 candidates will be scheduled for the HPFC interviews on 4/16/2016. On motion of Commissioners Wojciechowski / Riesinger the proposed recruitment process and dates for testing and interviews were unanimously approved by the Commission.

Note .... Commisioner Reisinger was excused at 7:20 PM

4. Consideration of a Motion to Adjourn into Closed Session

- a. Commission President Loppnow requested a motion to adjourn into Closed Session under Wis. Stats. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation over which the governmental body has jurisdiction or exercises responsibility.

Items:

- 1) Conduct oral interview(s) of Firefighter and Associate Fire Department candidate(s) ... Chief Rosch excused

On motion of Commissioners Rebholz / Redlin to enter closed session, the roll call vote to enter closed session was taken as follows:

Commissioners Loppnow “yes”, Wojciechowski “yes”, Redlin “yes”, Rebholz “yes”

The commission *entered* closed session at 7:21 PM

On motion of Commissioners Wojciechowski / Redlin the closed session ended at 8:05 PM.

The roll call vote to *exit* closed session was taken as follows:

Commissioners Loppnow “yes”, Wojciechowski “yes”, Redlin “yes”, Rebholz “yes”

The Commission *exited* closed session at 8:05 PM

Commissioners Wojciechowski / Rebholz made a Motion to recommend each of the HFD job candidates interviewed during the Closed Session, Mary P. Fallon \*, Glenn N. Schroeder, Chase M. Hanson and Tyler Williams\*, to Fire Chief Dean for further consideration as new Village of Hartland Fire Department employees. The Motion carried unanimously. Note \* candidates were interviewed for positions as Associates

7. Adjournment

There being no further matters to come before the Village of Hartland Police and Fire Commission and, on motion of Commissioners Wojciechowski / Loppnow, the Commission voted unanimously to adjourn.

Meeting adjourned at 8:08 PM.

Respectfully submitted,



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Ralph R. Redlin, Commissioner  
Commission Secretary

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Susan M. Loppnow, Commissioner  
Commission President