



*city of waukesha*

**BOARD OF POLICE AND FIRE COMMISSIONERS**

201 Delafield Street, Waukesha, Wisconsin 53188-3695

**MINUTES**

**Waukesha Police and Fire Commission**

**Monday, January 27, 2020 at 5:00PM**

**Waukesha Fire Department**

Members Present: Cheryl A. Gemignani (Chair), Catherine Jorgens, Lori Fabian, Charlie Betker

Members Absent: Curt Otto

Staff Present: Deputy Police Chief Dennis Angle, Fire Chief Steve Howard, Kathy Stefan

1. **Call to order** – 5:00 pm

2. **Approval of Minutes of December 9 and December 30, 2019.**

MOTION BY BETKER TO APPROVE THE MINUTES OF DECEMBER 9 AND DECEMBER 30, 2019 SECOND BY FABIAN

MOTION – **Carried**

3. **Correspondence** – Updated City of Waukesha Human Resources Policies distributed to Commissioners.

4. **Police Department Personnel**

a. Matter of Report of retirement of Patrol Officer David Arndt, effective January 9, 2020.

5. **Fire Department Personnel**

a. Matter of Report of Non-disciplinary separation of Firefighter/Paramedic Andrew Karnes, effective December 31, 2019.

b. Matter of Report of Retirement of Battalion Fire Chief Mark Sweet, effective March 6, 2020.

c. Appointment of Courtney M. Jinar to the position of Recruit Firefighter/Paramedic, effective February 24, 2020

MOTION BY JORGENS TO APPOINT COURTNEY M. JINAR TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 24, 2020. MS. JINAR HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD SECOND BY BETKER

MOTION – **Carried**

Appointment of Daniel J. Kinishi to the position of Recruit Firefighter/Paramedic, effective February 24, 2020

MOTION BY FABIAN TO APPOINT DANIEL J. KINISHI TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 24, 2020. MR. KINISHI HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD SECOND BY BETKER

**MOTION – Carried**

Appointment of Daniel J. Evert to the position of Recruit Firefighter/Paramedic, effective February 24, 2020

MOTION BY JORGENS TO APPOINT DANIEL J. EVERT TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 24, 2020. MR. EVERT HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD SECOND BY BETKER

**MOTION – Carried**

Appointment of Christopher K. Merideth to the position of Recruit Firefighter/Paramedic, effective February 24, 2020

MOTION BY FABIAN TO APPOINT CHRISTOPHER K. MERIDETH TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 24, 2020. MR. MERIDETH HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD SECOND BY BETKER

**MOTION – Carried**

Appointment of Benjamin T. Carl to the position of Recruit Firefighter/Paramedic, effective February 24, 2020

MOTION BY JORGENS TO APPOINT BENJAMIN T. CARL TO THE POSITION OF RECRUIT FIREFIGHTER/PARAMEDIC EFFECTIVE FEBRUARY 24, 2020. MR. CARL HAS COMPLETED THE REQUIRED PHYSICAL EXAMINATION, DRUG SCREEN AND PSYCHOLOGICAL SUITABILITY SCREENING. A REGULAR APPOINTMENT WILL BE SUBJECT TO COMPLETION OF AN EIGHTEEN-MONTH PROBATIONARY PERIOD SECOND BY BETKER

**MOTION – Carried**

## **6. Old Business**

- a. Discussion relative to current Patrol Officer Recruitment Process – DC Angle reported that the process is going well and everything is on schedule as previously reported. The physical agility testing and written exam is scheduled for February 2, 2019 to be held at Carroll University.
- b. Discussion relative to current Firefighter Recruitment Process – Chief Howard reported that the application period was extended by additional week to take advantage of some extra time we scheduled into the timeline. Applications are due back on January 30, 2020. As per the timeline, the written exam is scheduled for March 16 and 17, 2020.

7. **New Business**

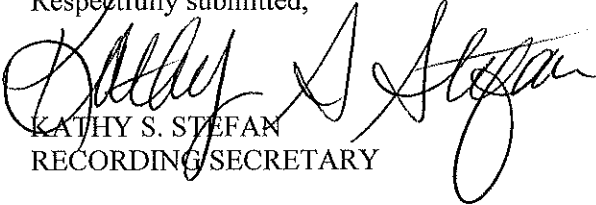
- a. Police Department Report – Deputy Chief Angle reported on the 2019 Hometown Hero Award that was received by Specialist Nichelle Nelson for all of her work supporting the Special Olympics.
- b. Fire Department Report – Chief Howard reported on the 2019 Waukesha Optimist Award that was received by Kerry Harris for her work in promoting Fire and Life Safety programs within the community, successfully applying and receiving the State Farm Good Neighbor Citizenship grant and for the efficiencies and improvements she has coordinated with the Fire Prevention Bureau.

8. **Adjourn**

MOTION BY BETKER TO ADJOURN SECOND BY FABIAN

MOTION – **Carried** Meeting adjourned at 5:15 pm

Respectfully submitted,



KATHY S. STEFAN  
RECORDING SECRETARY