



*city of waukesha*

**BOARD OF POLICE AND FIRE COMMISSIONERS**

201 Delafield Street, Waukesha, Wisconsin 53188-3695

**MINUTES**

**Waukesha Police and Fire Commission**

**Monday, May 24, 2021 at 5:00PM**

**Waukesha Fire Department**

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

Members Absent: None

Staff Present: Police Chief Daniel Thompson, Fire Chief Steve Howard, Kathy Stefan

1. **Call to order** – 5:00 pm

2. **Approval of Minutes of April 26, 2021**

MOTION BY FABIAN TO APPROVE THE MINUTES OF APRIL 26, 2021 SECOND BY BETKER

MOTION – Carried

3. **Correspondence** – None.

4. **Police Department Personnel**

a. Matter of Report – Retirement of Patrol Officer Heather Doud effective August 1, 2021.

5. **Fire Department Personnel**

a. Completion of Probation of Equipment Operator/Paramedic Mark Schroeder effective June 6, 2021.

MOTION BY JORGENS TO APPOINT MARK SCHROEDER TO THE REGULAR POSITION OF EQUIPMENT OPERATOR/PARAMEDIC EFFECTIVE JUNE 6, 2021 AT WHICH TIME HE WILL HAVE COMPLETED THE REQUIRED TWELVE-MONTH PROBATIONARY PERIOD SECOND BY BETKER

MOTION – Carried

b. Matter of Report – Retirement of Lieutenant/Paramedic Daniel Holehouse effective July 2, 2021.

c. Matter of Report – Suspension of Equipment Operator Brent Schambow related to certain violations of the Rules and Regulations of the Fire Department.

6. **Old Business**

a. Firefighter Recruitment Process Update (2021) – Chief Howard reminded the Commission members of the timeline of events, specifically the tentative schedule for interviews of the candidates.

7. **New Business**

a. Patrol Officer Recruitment Process Update (2021) – Chief Thompson read information pertaining to their upcoming process, including their tentative timeline. This process is pending retirements. List established (2020-2) will be held for upcoming potential vacancies.

b. Election of Officers – As a note, Mayor Reilly has reappointed Curt Otto to another term.

MOTION BY JORGENS TO NOMINATE CHERYL GEMIGNANI TO THE POSITION OF CHAIRPERSON SECOND BY FABIAN

MOTION – Carried

MOTION BY BETKER TO NOMINATE CATHERINE JORGENS TO THE POSITION OF VICE CHAIRPERSON SECOND BY FABIAN

MOTION – Carried

MOTION BY FABIAN TO NOMINATE CURT OTTO TO THE POSITION OF SECRETARY SECOND BY JORGENS

MOTION – Carried

MOTION BY FABIAN TO APPOINT KATHY STEFAN TO THE POSITION OF RECORDING SECRETARY SECOND BY OTTO

MOTION - **Carried**

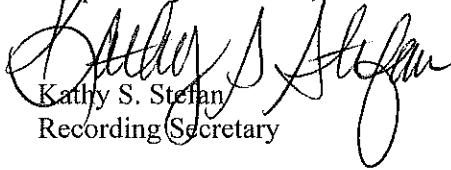
- c. Police Department Report – Nothing to report.
- d. Fire Department Report – Nothing to report.

8. **Adjourn**

MOTION BY BETKER TO ADJOURN SECOND BY OTTO

MOTION – **Carried** Meeting adjourned at 5:09 pm

Respectfully submitted,

  
Kathy S. Stefan  
Recording Secretary