

City of Sheboygan
2019-01-10

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CITY OF SHEBOYGAN BOARD OF POLICE AND FIRE COMMISSIONERS Thursday, January 10, 2019

Commission President Lettre called the meeting to order at 1:00 p.m. and the Pledge of Allegiance was recited.

MEMBERS PRESENT:

Robert Lettre, Andrew Hopp, Henry Jung, Jeanne Kliejunas and Larry Samet

OTHERS PRESENT:

City Administrator Hofland, Fire Chief Romas, Assistant Chief Klein and Fire Equipment Operator Landgraf, Human Resources/Labor Relations Director Rohrick, Police Chief Domagalski and Captain Cobb

MINUTES

Motion by Commissioner Kliejunas, seconded by Commissioner Jung to approve the minutes of the December 27, 2018 meeting; motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

1. DISCUSSION REGARDING THE SHEBOYGAN POLICE DEPARTMENT HIRING PROCESS

Captain Cobb addressed the question of whether preference should be given to applicants who are certified by the State and have gone through a Police Academy versus those who have not. He spoke about the Sheboygan Police Department process and costs that are reimbursed by the Department of Justice Training and Standards. Captain Cobb also spoke about recruitment concerns. Discussion took place including employment trends in the private industry, technical school program attendance and employment turnover in the County of Sheboygan.

Captain Cobb provided an update on the current hiring list.

2. FIRE CHIEF WILL SUBMIT LETTER OF RETIREMENT

Chief Romas provided a letter of retirement effective Friday, March 1, 2019.

3. REPORT FROM DIRECTOR OF HUMAN RESOURCES/LABOR RELATIONS ROHRICK REGARDING THE HIRING PROCESS FOR FIRE CHIEF

Director Rohrick spoke about the last hiring process for the position of Fire Chief.

She suggested that the Commission decide on a date for interviews, as well as a meeting date to review a list of qualified applicants.

Director Rohrick provided the current job description and spoke about the concepts and changes towards creating a job purpose and department vision to be included with job descriptions.

Discussion took place including qualifications, education and experience. Director Rohrick spoke about various outlets she will use for posting the position.

Discussion continued including the timeline for posting, accepting applications, and conducting interviews.

Director Rohrick advised that the Council wants to review the job description.

CLOSED SESSION

Motion to convene in closed session under the exemption provided in Wisconsin State Statute 19.85 (1)(c), Wis. Stats. for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Commissioner Hopp, seconded by Commissioner Kliejunas to go into closed session; motion carried.

4. DISCUSSION REGARDING THE POSSIBILITY OF APPOINTING AN INTERIM FIRE CHIEF

RECONVENE IN OPEN SESSION

Motion by Commissioner Kliejunas, seconded by Commissioner Samet to go into open session; motion carried.

Discussion took place regarding Chief Romas and a union representative attending the next meeting to provide input regarding the direction of the department as it relates to hiring a Fire Chief.

Director Rohrick will complete and distribute a list of suggested interview questions.

Discussion continued including the procedure for background and reference checks.

NEXT MEETING DATE

Tuesday, January 22, 2019, 2: 00 p.m. to review resumes.

ADJOURN

Motion by Commissioner Jung, seconded by Commissioner Kliejunas to adjourn at 2: 38 p.m.; motion carried.