

CITY OF ELKHORN
Police and Fire Commission Meeting
City Administrative Office 311 Seymour Ct. Elkhorn, WI
Wednesday March 20, 2024, at 6:30 P.M.

The Police and Fire Commission meeting was called to order at 6:30 P.M. by President Lee followed by roll call.

ROLL CALL

Present: Commissioners Washer, Rasmussen, Bray, Lee, and Kruse. Also present: Assistant Fire Chief Trent Eichmann, Police Chief Joel Christensen, HR Specialist Kacey Keogh, and Recording Secretary Theresa Boeger. A quorum was established.

WITHDRAWALS FROM THE AGENDA

No Withdrawals from the agenda.

APPROVAL OF AGENDA

Motion (Bray/Washer) to approve the agenda. Motion Carried.

PUBLIC COMMENT

No public comment.

APPROVAL OF MEETING MINUTES

Motion (Washer/Rasmussen) to approve the 02-21-24 meeting minutes. Motion carried.

NEW BUSINESS

Police Department

1. Police Chief Christensen advised the Commission that Jacob Rockweiler has resigned, and the department is continuing to work off the current eligibility list.
2. The Department is currently working on two backgrounds with hopes of having them completed for a summer academy and hopes of having them on their own by February.

UNFINISHED BUSINESS

1. PFC Manual: Chief Christensen introduced Dr. Dahlgren who volunteered to assist with the visual standards for the hiring process. Dr. Dahlgren explained to the Commission the standards he reviewed and why we are utilizing the visual standards we have put into place for both police officers and firefighters. Chief Christensen then confirmed to the Commission the changes that were added about public comment. Interim Fire Chief Trent Eichman along with Chief Christensen also explained the hearing acuity standards in place for both police officers and firefighters.
2. HR Specialist Kacey Keogh spoke to the Commission regarding the job descriptions and the changes she made from the Commissioner's recommendations. There were some additional changes requested so the job descriptions will be tabled until the April meeting for review and approval before sending to Council for final approval.
3. HR. Kacey Keogh informed the Commission the offer to Interim Fire Chief has not been signed yet so no further status is available.

SET AND CONFIRM NEXT MEETING DATE: April 17, 2024, at 6:30 PM and May 22, 2024, at 6:30 PM

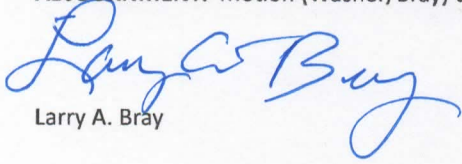
DISCUSSION OF FUTURE AGENDA ITEMS

PFC Manual

Approve Fire Chief and Assistant Fire Chief job descriptions.

Go into Closed Session to further discuss the Fire Chief position with HR Specialist Kacey Keogh.

ADJOURNMENT: Motion (Washer/Bray) to adjourn the meeting at 7:12 P.M. Motion carried.



Larry A. Bray

Secretary, Elkhorn Police and Fire Commission