

**City of Elkhorn Police and Fire Commission**

**MEETING NOTICE**

Wednesday, April 17, 2024 @ 6:30 P.M.

City Administration Office 311 Seymour Ct, Elkhorn WI

*Posted in compliance with Sec. 19.84, Wis. Stats.*

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- I. Call to Order**
- II. Roll Call**
- III. Withdrawals from Agenda, if any.**
- IV. Approval of Agenda**
  
- V. Public Comment:** The public comment period shall last no longer than fifteen (15) minutes and will be limited to three (3) minutes maximum per person. The public may speak on any matter of Commission concern whether or not the topic is included on the agenda. However, if the topic does not pertain to an item listed on the Commission agenda, the Commission is not permitted to address or discuss the matter during this meeting. Under open meeting laws, the Commission must notice an item on the agenda to allow discussion on that matter. If the Commission is not permitted to discuss your concerns, your comments will be considered and may be placed on a future agenda for further discussion.
  
- VI. Approval of Meeting Minutes (03-20-24)**
  
- VII. New Business**
  - Police Department**
    1. Authorization to establish eligibility list
    2. Personal appearance policy
  
  - Fire Department**
    1. Personnel Update
  
- VIII. Unfinished Business**
  1. Update on current eligibility list/hiring process.
  2. Review/approve job descriptions for Fire Chief and Assistant Fire Chief.
  3. PFC Manual
  4. Adjourn into Closed Session per Wis. Stat §19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” Specifically discuss Interim Fire Chief position.
  5. Reconvene into Open Session.
  
- IX. Set and confirm the next meeting date.**
  
- X. Discussion of future agenda items.**
  
- XI. Adjournment.**

Dated at Elkhorn, Wisconsin, this 9th, day April 2024

Theresa A. Boeger, Confidential Secretary

Should you have any questions or comments regarding any items on this agenda, please contact the Elkhorn Police Department at 262-741-5212. Upon reasonable notice to the department, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services.

It is possible that members of the government bodies of the municipality may be in attendance to

gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this matter.

