



Police and Fire Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Wednesday, September 18, 2019

8:30 AM

De Pere City Hall Nicolet Conference Room

I. Call to Order

The meeting was called to order at 8:34 AM by Commissioner Jeffrey Ritter

Attendee Name	Title	Status	Arrived
Ted Penn	Commission President	Excused	
Jeffrey Ritter	Commissioner	Present	
Joseph Schinkten	Commissioner	Present	
Jayme Sellen	Commissioner	Present	
Maureen Vanden Hogen	Commissioner	Present	

Also present were: Fire Chief Alan Matzke, Human Resources Director Shannon Metzler and Human Resources Assistant Tia Sirmans.

2. Approval of the minutes of the August 13, 2019 Police and Fire Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jayme Sellen, Commissioner
SECONDER:	Joseph Schinkten, Commissioner
AYES:	Jeffrey Ritter, Joseph Schinkten, Jayme Sellen, Maureen Vanden Hogen
EXCUSED:	Ted Penn

3. Approval of the minutes of the August 15, 2019 Police and Fire Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Maureen Vanden Hogen, Commissioner
SECONDER:	Joseph Schinkten, Commissioner
AYES:	Jeffrey Ritter, Joseph Schinkten, Jayme Sellen, Maureen Vanden Hogen
EXCUSED:	Ted Penn

4. Approve and place on file hiring process for Police Officer and Firefighter.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Schinkten, Commissioner
SECONDER:	Jayme Sellen, Commissioner
AYES:	Jeffrey Ritter, Joseph Schinkten, Jayme Sellen, Maureen Vanden Hogen
EXCUSED:	Ted Penn

5. Final Oral Exam - Firefighter Candidates.

PLEASE TAKE NOTICE, that pursuant to Sections 19.85(1)(c) and (e), Wisconsin Statutes, the Commission may convene in closed session for the purpose of conducting firefighter oral interviews.

The Commission may then reconvene in open session to announce any action taken in closed session or for such other matters as may be permitted by law.

Moved by Commissioner Jayme Sellen to go into closed session. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried on a roll call vote.

Motion by Commissioner Jayme Sellen to recess. Motion seconded by Commissioner Maureen Vanden Hogen. Motion approved.

Motion by Commissioner Jayme Sellen to return to regular order. Motion seconded by Commissioner Vanden Hogen. Motion approved.

Moved by Commissioner Joseph Schinkten to resume in open session. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried on a roll call vote.

6. Creation of Firefighter Eligibility List.

Moved by Commissioner Jayme Sellen to put eight (8) candidates on the eligibility list. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried.

7. Future agenda items.

None.

8. Adjournment.

Moved by Commissioner Jeffrey Ritter to adjourn the meeting at 2:06 p.m. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried.

Respectfully submitted,
Kay Lenzen