



Police and Fire Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Thursday, July 21, 2022

8:00 AM

De Pere City Hall Nicolet Conference Room

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Police and Fire Commission** of the City of De Pere will be held on **July 21, 2022 at 8:00 AM** in the **De Pere City Hall Nicolet Conference Room, 335 S. Broadway, De Pere, WI 54115.**

I. Call to Order

1. Roll Call.
2. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC
3. Approval of the minutes of the June 16, 2022 Police and Fire Commission Meeting.
4. Discussion and possible action on candidates for the following positions: A. Creation of Firefighter Eligibility List; B. Firefighter; C. Police Officer.

PLEASE TAKE NOTICE, that pursuant to Sections 19.85(1)(c) and (e), Wisconsin Statutes, the Commission may convene in closed session to discuss employment of any public person over which the Commission has jurisdiction or exercises responsibility.

The Commission may then reconvene in open session to announce any action taken in closed session or for such other matters as are authorized by law.
5. Creation of Firefighter Eligibility List.
6. Confirmation of Appointment to position of Firefighter.
7. Confirmation of Appointment to position of Police Officer.
8. Future agenda items.
9. Adjournment.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Police and Fire Commission
Mayor
Common Council
Human Resources Director
Chief of Police
Fire Chief
City Administrator
City Attorney

Bulletin Boards
Library/News Media



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Approval of the minutes of the June 16, 2022 Police and Fire Commission Meeting.

ATTACHMENTS:

- 2022-06-16 Police and Fire Commission - Draft Minutes (PDF)



Police and Fire Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Thursday, June 16, 2022

8:00 AM

De Pere City Hall Nicolet Conference Room

I. Call to Order

The meeting was called to order at 8:00 AM by Commission President Ted Penn

Attendee Name	Title	Status	Arrived
Brittany Bell	Commissioner	Excused	
Eric Dunning	Commissioner	Present	
Ted Penn	Commission President	Present	
Jeffrey Ritter	Commissioner	Present	
Jayne Sellen	Commissioner	Excused	

Also present were: Police Chief Jeremy Muraski and Talent Acquisition Specialist Stephanie O'Brien.

- Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Police and Fire Commission. §6-3(f) DPMC

None.

- Approval of the minutes of the April 21, 2022 Police and Fire Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eric Dunning, Commissioner
SECONDER:	Jeffrey Ritter, Commissioner
AYES:	Eric Dunning, Ted Penn, Jeffrey Ritter
EXCUSED:	Brittany Bell, Jayne Sellen

- Creation of Police Officer Eligibility List.

PLEASE TAKE NOTICE, that pursuant to Sections 19.85(1)(c) and (e), Wisconsin Statutes, the Commission may convene in closed session to discuss employment of any public person over which the Commission has jurisdiction or exercises responsibility.

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

Moved by Commissioner Jeffrey Ritter to go into closed session. Motion seconded by Commissioner Eric Dunning. Motion carried on a roll call vote.

Moved by Commissioner Eric Dunning to resume in open session. Motion seconded by Commissioner Jeffrey Ritter. Motion carried on a roll call vote.

Moved by Commissioner Jeffrey Ritter to put three (3) candidates on the Police Officer Eligibility List. Motion seconded by Commissioner Eric Dunning. Motion carried.

- Future agenda items.

None.

6. Adjournment.

Moved by Commissioner Eric Dunning to adjourn the meeting at 8:28 a.m. Motion seconded by Commissioner Jeffrey Ritter. Motion carried.

Respectfully submitted,
Kay Lenzen



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Discussion and possible action on candidates for the following positions: A. Creation of Firefighter Eligibility List; B. Firefighter; C. Police Officer.



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Creation of Firefighter Eligibility List.

ATTACHMENTS:

- 07-21-2022 PFC Meeting Memo-Firefighter Eligibility List (PDF)

Memo



To: Members of the Police & Fire Commission
From: Alan Matzke, Fire Chief
Date: July 21, 2022 *AM*
Re: Fire Department Eligibility List

De Pere Fire Rescue seeks to add William Pech to our hiring eligibility list.

De Pere Fire Rescue has a very successful Paid-On-Premise (POP) Firefighter program. With this program, we have part-time staff that work shifts integrated with our full-time staff during times of high census. This program is a terrific training opportunity and works like an internship, where both the employee and the organization get a chance to try each other out if any full-time positions become open.

De Pere Fire Rescue was fortunate to have some amazing, highly qualified applicants for our POP program. Our hiring committee was elated with the application and interview of William Pech.

William recently moved to our area from Janesville, Wisconsin, where he worked full-time as a Firefighter and Paramedic. William took a leave of absence from the Janesville Fire Department, where he served over a decade and worked his way up and was about to be promoted to Lieutenant.

William moved back to our area, which is home, to assist his family during their time of need and we were fortunate enough to have him apply to our organization. William's experience, education, training and outstanding work record would make him a phenomenal addition to our organization.

I would like to add William to our eligibility list and consider him to fill our current vacancy, as he is a superior candidate to any other applicants we have seen.

Thank you for your consideration of my request. If more information is needed, please don't hesitate to ask.



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Confirmation of Appointment to position of Firefighter.

ATTACHMENTS:

- 07-21-2022 PFC Meeting Memo-Firefighter Recommendation William Pech (PDF)

Memo



To: Members of the Police & Fire Commission
From: Alan Matzke, Fire Chief
Date: July 21, 2022 *ASm*
Re: Fire Department Firefighter Position

De Pere Fire Rescue seeks to fill one Firefighter vacancy opened by the retirement of Richard DeWeert.

De Pere Fire Rescue has a very successful Paid-On-Premise Firefighter program. With this program, we have part-time staff that work shifts integrated with our full-time staff during times of high census. This program is a terrific training opportunity and works like an internship, where both the employee and the organization get a chance to try each other out if any full-time positions become open.

De Pere Fire Rescue was fortunate to have William Pech apply for our organization. William is highly qualified with a great deal of experience, education, and an exemplary work record. I am recommending William Pech be offered the full-time position contingent upon passing psych evaluation.

Thank you for your consideration of my request. If more information is needed, please don't hesitate to ask.



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: July 21, 2022

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Confirmation of Appointment to position of Police Officer.

ATTACHMENTS:

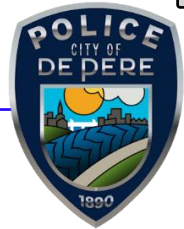
- 07-21-2022 PFC Meeting Memo-Police Officer Recommendation Kevin Witkowski (PDF)

DE PERE

POLICE DEPARTMENT

325 S. Broadway
De Pere, WI 54115
920-339-4079

Jeremy A. Muraski
Chief of Police



M E M O R A N D U M

To: Police and Fire Commission

From: Jeremy A. Muraski, Chief of Police

Date: 7/18/2022

Subject: 7/21/22 Meeting - Police Officer Eligibility List Updates and Hiring Request

As you know, the police department currently has two vacancies for the position of Police Officer. We anticipate one Sergeant retirement at the end of the year, which should result in an internal promotion and a third officer vacancy. At the last meeting I requested Police and Fire Commission approval to place three individuals onto an eligibility list for vacant positions of police officer.

We began performing background investigations into all 3 candidates and have completed our background investigation on one candidate, Kevin Witkowski. His background did not reveal any areas of concern that we believe would impact his eligibility for the position of police officer. Many of the people we spoke with commended him for his work ethic, attitude, forthrightness, and level-headedness.

I would therefore request your approval that he be made an offer of employment as a police officer contingent only on his passing a physical examination and a psychological examination which are scheduled within the next two weeks. He has completed all other requirements for our hiring process. With your approval, I would anticipate bringing him on board in late August or early September at the latest.

Thank you in advance for your consideration.

A handwritten signature in black ink, appearing to read "Jeremy A. Muraski".

Jeremy A. Muraski
Chief of Police

The Mission of the De Pere Police Department is to provide an integrated team approach to pro-active patrol, crime prevention, and criminal investigation utilizing city and community resources to improve the safety and quality of life in De Pere.