



Police and Fire Commission

Regular Meeting

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

Agenda

Wednesday, March 31, 2021

8:15 AM

Nicolet Conference and Virtual

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 **March 31, 2021 at 8:15 AM** in the **NICOLET CONFERENCE ROOM, 2D FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The public may attend the meeting either in person in the Nicolet Conference room or electronically due to the public health emergency. Electronic or telephonic access to the meeting is below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

I. Call to Order

1. Roll Call.
2. Public Comment Period
3. Approval of the minutes of the February 17, 2021 Police and Fire Commission Meeting.
4. Confirmation to the Appointment of a 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. Future agenda items.
6. 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: March 31, 2021

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Public Comment Period



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: March 31, 2021

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Approval of the minutes of the February 17, 2021 Police and Fire Commission Meeting.

ATTACHMENTS:

- 2021.02.17 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

Wednesday, February 17, 2021

8:00 AM

GoToMeeting

I. Call to Order

The meeting was called to order at 8:05 AM by Commission President Ted Penn

Attendee Name	Title	Status	Arrived
Brittany Bell	Commissioner	Remote	
Ted Penn	Commission President	Remote	
Jeffrey Ritter	Commissioner	Remote	
Jayme Sellen	Commissioner	Excused	
Maureen Vanden Hogen	Commissioner	Remote	

Also present remotely were: Police Chief Derek Beiderwieden and Human Resources Generalist Tia Sirmans.

2. Introduction of new PFC Commissioner Brittany Bell.
3. Approval of the minutes of the November 4, 2020 Police and Fire Commission Meeting.

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

4. Confirmation to the Appointment of a 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.

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

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

Moved by Commissioner Jeffrey Ritter to appoint Brianna Delvaux to the position of Police Officer. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried.

5. Final Oral Exam - Police Officer 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 police officer 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 Maureen Vanden Hogen to go into closed session. Motion seconded by Commissioner Jeffrey Ritter. Motion carried on a roll call vote.

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

6. Creation of Police Officer Eligibility List.

Moved by Commissioner Maureen Vanden Hogen to put two (2) candidates on the eligibility list. Motion seconded by Commissioner Brittany Bell. Motion carried.

7. Future agenda items.

None.

8. Adjournment.

Moved by Commissioner Jeffrey Ritter to adjourn the meeting at 10:02 a.m. Motion seconded by Commissioner Brittany Bell. Motion carried.

Respectfully submitted,
Kay Lenzen



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: March 31, 2021

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Confirmation to the Appointment of a Police Officer.

ATTACHMENTS:

- 2021.03.31 PFC - Police Hiring Recommendation Memo Kyle Phillips (PDF)

CITY OF DE PERE
POLICE DEPARTMENT

MEMORANDUM

To: Police and Fire Commission

From: Derek A. Beiderwieden, Chief of Police

Date: March 22, 2021

Subject: Police Candidate Hiring Recommendation

The police department has two vacant police officer positions. A list of potential candidates was approved in February 2021 by the Commission in order to fill vacancies. One candidate from the list has been selected and has already successfully passed the background check. He is scheduled for the psychological and medical exams in the near future.

I therefore submit for your consideration Kyle Phillips with the recommendation to confirm hiring him for the position of police officer for the City of De Pere.

Mr. Phillips comes to us with two years of experience in De Pere as a community service officer, a non-sworn internship for students in college studying criminal justice. Mr. Phillips will graduate from the police training program at NWTC in May 2021 and his expected start date is shortly after. From what we have observed in his time with De Pere, he has demonstrated loyalty, a strong work ethic and the ability learn quickly. He will be a great addition to the department.

I recommend confirming Kyle Phillips for the position of police officer with the City of De Pere contingent upon successful completion of the psychological exam and medical screening.

Thank you in advance for your consideration.