



Police and Fire Commission

Regular Meeting

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

Agenda

Friday, March 6, 2020

8:30 AM

De Pere City Hall Riverview 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 **March 6, 2020 at 8:30 AM** in the **De Pere City Hall Riverview Room, 335 S. Broadway, De Pere, WI 54115.**

I. Call to Order

1. Roll Call.
2. Approval of the minutes of the February 3, 2020 Police and Fire Commission Meeting.
3. Confirmation to the Appointment of Fire Lieutenant.

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.
4. Confirmation to the Appointment of 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 6, 2020

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Approval of the minutes of the February 3, 2020 Police and Fire Commission Meeting.

ATTACHMENTS:

- 2020-02-03 Police and Fire Commission Draft Minutes(PDF)



Police and Fire Commission

Regular Meeting

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

Draft Minutes

Monday, February 3, 2020

9:00 AM

De Pere City Hall Riverview Room

I. Call to Order

The meeting was called to order at 9:10 AM by Commission President Ted Penn

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

Also present were: Police Chief Derek Beiderwieden, Fire Chief Alan Matzke and Human Resources Director Shannon Metzler.

2. Approval of the minutes of the January 9, 2020 Police and Fire Commission Meeting.

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

3. Confirmation to the Appointment of 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 Joseph Schinkten to go into closed session. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried on a roll call vote.

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

Moved by Commissioner Joseph Schinkten to appoint Brett Price to the position of Police Officer contingent on necessary background checks. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried.

4. Final Oral Exam - Battalion Chief Candidates.

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 Joseph Schinkten to go into closed session. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried on a roll call vote.

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

Moved by Commissioner Joseph Schinkten to appoint Jack Mlnarik to the position of Battalion Chief contingent on necessary background checks. Motion seconded by Commissioner Maureen Vanden Hogen. Motion carried.

5. Future agenda items.

None.

6. Adjournment.

Moved by Commissioner Maureen Vanden Hogen to adjourn the meeting at 12:15 p.m. Motion seconded by Commission President Ted Penn. Motion carried.

Respectfully submitted,
Kay Lenzen



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: March 6, 2020

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Confirmation to the Appointment of Fire Lieutenant.

ATTACHMENTS:

- 2020.03.06 PFC Meeting - Fire Lieutenant Promotional Memo (PDF)

Memo

To: Police and Fire Commission
From: Alan Matzke, Fire Chief
Date: February 28, 2020
Re: Fire Department Lieutenant Promotion



Office of the Fire Chief

The De Pere Fire Rescue Department seeks to fill a Lieutenant vacancy opened by the retirement of Brian Thomson.

De Pere Fire/Rescue held a promotional process for the position of Lieutenant in March of 2019. Ten candidates from within the department applied for the position and were subjected to a written test. Four candidates scored the minimum score of 70% and proceeded to the next step in the process which was a comprehensive assessment center.

The assessment center exercise explored the candidate's work history, work ethic, aptitude, experience and qualifications. Based on the results of the assessments, the top candidate was Brett Janssen and he was promoted to Lieutenant in April of 2019. The second candidate was Tom Nelson who was promoted in July of 2019. Ron Cody finished third in the assessment process so I am now recommending him for the position of Fire Lieutenant.

Thank you for your consideration of this request. If you have any questions, please don't hesitate to ask.



City of De Pere, Wisconsin

Request For Police and Fire Commission Action

MEETING DATE: March 6, 2020

DEPARTMENT: Human Resources

FROM: Kay Lenzen

SUBJECT: Confirmation to the Appointment of Police Officer.

ATTACHMENTS:

- 2020.03.06 PFC Meeting - Police Officer Hiring Recommendation Memo (PDF)

CITY OF DE PERE
POLICE DEPARTMENT

MEMORANDUM

To: Police and Fire Commission

From: Derek A. Beiderwieden, Chief of Police

Date: March 29, 2020

Subject: Police Candidate Recommendation

The police department has one vacant police officer position, with one more about to occur. A list of potential transfer candidates was approved in late last year and again in January 2020 by the Commission in order to fill vacancies. One candidate from the newer list has been selected contingent upon successfully passing psychological and health screenings.

I submit for your consideration Chad Watterud with the recommendation to contingently hire him for the position of police officer for the City of De Pere.

Chad is an officer with the Minot, ND Police Department and is currently assigned to their Drug Task Force as an undercover officer. He has been with that department for about 6.5 years and has another 10 months with a smaller agency in North Dakota.

Chad has already passed the background check and is scheduled for the Physical and Psychological screenings in the near future. After hire, and within two years, he will need to take a reciprocity test for Wisconsin to transfer police certification. I recommend confirming Chad Watterud for the position of police officer with the City of De Pere.

Thank you in advance for your consideration.