

**City of Stoughton Police and Fire Commission Meeting Minutes**  
**Wednesday, December 4, 2019**  
**Hall of Fame Room**

**Members Present:** Jonathan Lewis (President), Martin Lamers (Vice-President), Doran Bradford, Peter Sveum, Amie Edgington  
**Staff Present:** AJ Gillingham, Director of Human Resources and Risk Management, Chief Greg Leck

1. **Call to Order**

The meeting was called to order by President Lewis at 5:30PM

2. **Discussion and possible action regarding Sergeant Promotional Process**

An expert panel will be used to provide feedback to the PFC. This feedback will be given to the PFC once they have completed their face to face interviews with the candidates. It was requested that the list of candidates given to the PFC be paired down to 6 candidates. It was determined that the Sergeant interviews would take place on December 13th at 1:00 in the Utilities building.

3. **Discussion and possible action regarding Police Officer Process**

Final testing this Saturday. Interviews on 1/9 at 5:00- PFC to interview, review assessment results and certify a list of candidates to the Chief of Police. The Assessment center will take place on Jan 2-4.

4. **Discussion and possible action regarding recommendation for Interim Fire Chief**

The PFC moved to close session to discuss the candidates.

**Motion by Sveum to move Mark Miller to the position of interim Fire Chief upon Chief Wagner's Retirement. 2<sup>nd</sup> Bradford, all in favor**

5. **Discussion and possible action regarding posting job opening for Fire Chief**

Recommendation to post the Fire Chief position with the changes outlined during the discussion.

**Motion by Sveum to make the noted changes and to post the position, 2<sup>nd</sup> Edgington, all in favor**

6. **Discussion and possible action regarding interview format recommendations from Human Resources Director Gillingham**

Interview format options were presented to the PFC by Director Gillingham. The PFC determined that they would like to have the expert panel interview first and then the interview of the Fire Chief candidates by the PFC. Director Gillingham will work with Lamers to identify the expert panel.

7. **Discussion and possible action regarding dates related to Fire Chief application review and interviews**

Dates in regards to when the Fire Chief interviews would take place were determined to be set at a later date.

Director Gillingham shared with the PFC the Retirement celebration date for Chief Wegner which is 12/23/19 5:30-7:30

8. **Adjournment**

**Motion to adjourn Lewis, 2<sup>nd</sup> Lamers, all in favor 5-0**

**Meeting adjourned at 6:45pm.**