

MINUTES

BOARD OF FIRE AND POLICE COMMISSIONERS

Tuesday, May 13, 2014

PRESENT

COMMISSIONERS: Scott Lohman
Gary Koeller

STAFF: Kim Hankins, Chief of Police / Public Safety Director
Alison Fleming, HR Manager
Dick Brown, Fire Lieutenant / Alderman

1. **Meeting Called to Order**
Commissioner Lohman called the meeting to order at 4:35 p.m.
2. **Roll Call of Members** – Commissioners Lohman and Koeller present; Commissioner Schwieder absent.
3. **Approval of Minutes**
Commissioner Koeller made a motion to approve the minutes of the April 1, 2014 regular meeting; Commissioner Lohman seconded; motion unanimously carried.
4. **Notice of Intent to Retire – Fire Captain Barber**
The board was provided with a copy of Captain Barber's letter of intent to retire. Captain Barber has been a member of the Fire Department for 25 years. Commissioner Koeller made a motion to accept Captain Barber's retirement; Commissioner Lohman seconded; motion unanimously carried. The effective date of retirement will be May 26, 2014, his last scheduled work day.
5. **Position Vacancy – Fire Captain**
Chief Hankins requested that the board authorize filling the vacancy in the rank of Captain created by Captain Barber's retirement. Commissioner Koeller made a motion to approve the promotion of the next candidate on the Fire Captain Eligibility Register; Commissioner Lohman seconded; motion unanimously carried. The effective date for the promotion will be May 27, 2014.
6. **Position Vacancy – Fire Lieutenant**
Chief Hankins requested that the board authorize filling the vacancy in the rank of Lieutenant that will be created by the aforesaid promotion. Commissioner Koeller made a motion to approve the promotion of the next candidate on the Fire Lieutenant Eligibility Register; Commissioner Lohman seconded; motion unanimously carried. The effective date for the promotion will be May 27, 2014.
7. **End of Promotional Probationary Period**
 - a) Chief Hankins advised that Battalion Chief Irby will soon complete his 6-month promotional probationary period and is recommended for regular appointment. Commissioner Koeller made a motion to approve the regular appointment of Kevin Irby to the rank of Fire Battalion Chief effective May 29, 2014; Commissioner Lohman seconded; motion unanimously carried.
 - b) Chief Hankins advised that Lieutenant VanVooren will soon complete his 6-month promotional probationary period and is recommended for regular appointment. Commissioner Koeller made a motion to approve the regular appointment of James VanVooren to the rank of Fire Lieutenant effective June 12, 2014; Commissioner Lohman seconded; motion unanimously carried.

8. **Public Comment** – None.

Other – Commissioner Koeller asked about the status of the hiring lists. Chief Hankins advised we are ok on the firefighter/paramedic list. For police, we have four officers in the academy, one going in July, and two currently in the field training program. Police will be fully staffed in July.

9. **Adjournment**

With no further business to discuss, Commissioner Koeller made a motion to adjourn; Commissioner Lohman seconded; meeting adjourned at 4:42 p.m.

Alison Fleming, on behalf of the
Board of Fire & Police Commissioners