

Neenah-Menasha Fire-Rescue
Joint Fire Commission Meeting Minutes
Wednesday, December 16, 2009 – 12:00 p.m.
3rd Floor Council Chambers – City of Menasha

Draft

Commissioner Mattes called the meeting to order at 12:00 p.m.

Present: Commissioners Jim Liebhauser, Mark Keating, Elizabeth Nevitt, Bill Mattes and Jason Dionne.

Excused: Chris Wales-Magner.

Also Present: Chief Auxier and Administrative Assistant Theisen.

Approval of Minutes: The Commission reviewed the meeting minutes from November 11, 2009. **MSC Nevitt/Keating to approve the meetings minutes of November 11, 2009, all voting aye.**

November 2009 Activity Report: This is informational only and no action is required.

November Budget Report: This is informational only and no action is required

Grant Updates:

- The Driver Simulator has been delivered and we are in the process of training.
- Menasha Fire Station – we have begun the first phase of the process.
- Public Education – We are waiting for an answer on this.

Assistant Chief Prevention/Fire Marshal Vacancy: Chief Auxier said Joint Finance & Personnel and the two Mayors have approved the position. This position has been posted internally and the hope is that it can be filled internally. If this does happen it will have a cascading effect and we will have open positions within the Department. Discussion was held on the process to fill the open position(s). The Commission directed Chief Auxier to interview all internal applicants and make a recommendation to the Fire Commission.

Eligibility List: Chief Auxier said there is no eligibility list currently in place and he is looking to establish the list in anticipation of a possible retirement. **MSC Nevitt/Liebhauser for Chief Auxier to work with Human Resources Director Barber to begin the process of establishing the eligibility list process, all voting aye.**

2010 Meeting List: The list of dates was reviewed and it was decided to keep the meetings the 4th Wednesday of each month at 12:00 p.m.

MSC Keating/Dionne to have a special meeting on Wednesday, December 23, 2009 at 12:00 p.m. in the City of Neenah to discuss Chief Auxier's recommendation for the open Assistant Chief's position, all voting aye.

MSC Keating/Nevitt to adjourn at 12:40 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt