

Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting
October 11, 2012 – 12:00 p.m.
Hauser Room

Present: Commissioners Liebhauser, Kubiak, John, Keating, Mattes and Lewis.

Also Present: Chief Auxier, Fire Officer Kloehn and Office Manager Theisen.

Public Members: Jamie Leonard.

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

Al John was introduced to the Commission as the newest Commissioner.

Meeting Minutes: The Commission reviewed the meeting minutes from August 29, 2012. **MSC Liebhauser/Keating to approve the meeting minutes from August 29, 2012, all voting aye.**

September 2012 Activity Report: The Commission reviewed the September 2012 activity report. This informational only and no action is required.

September 2012 Budget Report: The Commission reviewed the September 2012 budget report. This is informational only and no action is required.

Firefighter Eligibility List: Chief Auxier noted the hiring process has been completed. The written and CPAT test were completed by the candidates through Fox Valley Technical College. There were 86 candidates that applied for our open position. Of those candidates, 56 people completed all of the testing, passed the criteria and were reviewed by Chief Auxier and HR Deputy Director Barber. An internal process was put in place for further review and after this was completed 10 people were invited to interview. One person dropped out prior to the interviews. After the interviews, an initial list of four people was developed to place on the Eligibility List. However, one person did remove themselves from the Eligibility List and the remaining three people were presented before the Fire Commission for recommendation to be placed on NMFR's Eligibility List.

Commissioner Lewis asked if the proposed vacant position was approved to be filled by Joint Finance & Personnel Committee. Chief Auxier confirmed that the Committee approved this position and both Common Council's to fill. **MSC Mattes/Liebhauser to approved the Eligibility list presented and if another firefighter position opens within the next year, authorizes Chief Auxier to review the candidates who applied, and were not able to move forward within the process at this time due to not having the appropriate certifications. If these candidates do have the certifications, and pass an interview process, they can be added to the Eligibility List, all voting aye.**

Shift Commander Position: Chief Auxier explained there were six applicants and one person didn't qualify to move forward within the process due to not meeting the requirements of the position. Five people were interviewed and Chief Auxier stated he is recommending Captain Kevin Kloehn be promoted to the Shift Commander position. **MSC Keating/Liebhauser to promote Captain Kevin Kloehn as Shift Commander effective October 24, 2012, all voting aye.**

Vacant Department Promotion: Chief Auxier stated with the promotion of Fire Officer Kevin Kloehn to Shift Commander this would create a vacant Fire Officer position, Driver/Engineer and Shift Inspector. Chief Auxier reviewed the promotional eligibility lists that were approved by the Fire Commission at their meeting in August 2012. **MSC Lewis/Mattes to promote Driver/Engineer Ryan Krings to Fire Officer, Jim Bente as Driver/Engineer and Ryan Kane as Shift Inspector effective October 24, 2012, all voting aye.**

Future meetings were discussed. The regularly scheduled meeting for October will be cancelled due to moving this meeting earlier in the month.

MSC Keating/Liebhauser to adjourn at 12:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt