

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
June 22, 2016 – 12:00 p.m.
3rd Floor Council Chambers – City of Menasha**

Present: Commissioners Kubiak, McCann, Keating, Englebert and Liebhauser

Excused: Commissioner Lewis

Also Present: Chief Kloehn, Director Steeno & MA Theisen

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

Introduction of New Fire Commission: The Commission welcomed Jeff Englebert to the Commission.

Public Forum: No members of the public were present.

Meeting Minutes: The Commission reviewed the May 20, 2016 meeting minutes. **MSC Liebhauser/Keating to approve the May 20, 2016 meeting minutes and place on file, all voting aye.**

Activity & Automatic Aid Reports: The Commission reviewed the May activity and automatic aid reports. This is informational only and no action is required.

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

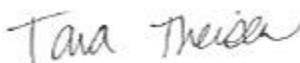
Firefighter Vacancy: Chief Kloehn noted that both Common Council's approved filling the firefighter vacancy that was created by his promotion to Fire Chief. An offer will be made to someone on the hiring list after his 30 day trial period ends.

Shift Commander Promotional Process: Chief Kloehn reviewed the upcoming process for filling the Shift Commander position.

Tour/Information on Department: Chief Kloehn invited the Fire Commissioners to visit our stations and/or visit with the staff.

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

Respectfully Submitted,



Tara Theisen
Management Assistant