

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
September 28, 2016 – 12:00 p.m.
Hauser Room – City of Neenah**

Present: Commissioners Kubiak, Keating, Englebert and Liebhauser

Excused: Commissioners Lewis & McCann

Also Present: Chief Kloehn, HR Director Barber, Director Steeno and MA Theisen

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

Public: Mayor Kaufert

Public Forum: No members of the public were present.

Minutes: The Commission reviewed the June 22, 2016 meeting minutes. **MSC Keating/Liebhauser to approve the June 22, 2016 meeting minutes, all voting aye.**

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

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

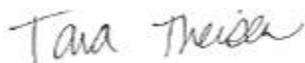
Shift Commander Promotion: The Commission reviewed the request from Chief Kloehn to fill the vacant Shift Commander position. **MSC Liehauser/Keating to promote Ryan Krings to the position of Shift Commander effective, October 2, 2016, all voting aye.**

Fire Officer Driver/Engineer Promotion: Chief Kloehn explained with the promotion of Ryan Krings to the Shift Commander position that creates a vacancy in the Fire Officer position and with succession of promotions it will create a vacancy for the Driver/Engineer position. **MSC Keating/Englebert to promote Jim Peglow to the position of Fire Officer and Anthony Leiton to the position of Driver/Engineer effective October 2, 2016, all voting aye.**

Review of Establishing a Hiring List: Chief Kloehn explained Fox Valley Technical College has completed their annual testing process. We will receive a list of candidates, who meet our qualifications from Fox Valley Technical College, in the near future. Once we receive this list, Human Resources can begin the screening process. The Commission agreed to establish a timeline for the next hiring process at their October meeting.

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

Respectfully Submitted,



Tara Theisen
Management Assistant