

**NMFR Joint Finance & Personnel Committee Meeting
February 23, 2016 – 5:30 p.m.
Hauser Room – City of Neenah**

Present: Ald. Stevenson, Kunz, Ramos, Keehan and Taylor,

Excused: Ald. Benner

Also Present: DC Voss, Mayor Kaufert, Director Steeno, Director Barber and MA Theisen.

Public: Ald. Pollnow, Kathie Boyette, Jamie Leonard, Jim Dunbar, Dan Schultz, Amos Mikkelson and John Pack.

Ald. Stevenson called the meeting to order at 5:32 p.m.

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the January 26, 2016 meeting minutes. **MSC Kunz/Keehan to approve the January 26, 2016 meeting minutes and place on file, all voting aye.**

2015 Year to Date Budget Report: DC Voss noted this is a preliminary report. He explained Chief Auxier was unable to attend the meeting and requested this item be tabled until the next meeting so he could review this with Committee members. Ald. Kunz requested Chief Auxier discuss the dive team overtime when Chief Auxier reviews this. **MSC Kunz/Ramos to table the review of the 2015 Preliminary Year End Budget report until the March 2016 meeting, all voting aye.**

January 2016 Budget Report: The Committee reviewed the January 2016 budget report. **MSC Ramos/Keehan to approve the January 2016 budget report and place on file, all voting**

January 2016 Activity Reports: The Committee reviewed the January 2016 activity and automatic aid reports. DC Voss explained Engine 31 had steering issues repaired. Engine 32 has been at Red Power Diesel for the past week for a number of work orders that couldn't be repaired by our mechanics. It is anticipated this truck will be back in service tomorrow. Quit 32 has a new prototype defrost system that was designed by Pierce. There were some issues with this new system and repairs have been made Pierce. These repairs are covered by the warranty.

DC Voss discussed the successful ice rescue call of a City of Neenah resident on February 8th by buoy 100. He thanks the members present for their support of his recent presentations to both Common Councils. **MSC Ramos/Keehan to approve the January 2016 and automatic aid reports and place on file, all voting aye.**

Consideration and Action of Replacing the Impending Fire Chief's Position: The Committee reviewed the memo from Mayors Kaufert and Merkes regarding replacement of the Fire Chief's position. Mayor Kaufert said both he, and Mayor Merkes, have taken quite a bit of time to discuss the replacement of this position. They are both supportive of replacing this position and asked for consideration by Committee to approve replacing this position. Both Mayors would like to have someone hired so there is some transition before Chief Auxier's retirement.

Ald. Kunz asked what the process was for filling this position and hiring timeline. Director Barber said to fill the position approval is needed by NMFR's Joint Finance & Personnel Committee and both Common Councils. NMFR's Joint Fire Commission approves the job description and the hiring timeline and conducts the hiring process.

Ald. Taylor said he felt we should do what is being done in the private sector and reducing staffing. He asked if this has been looked at since the merger. He feels staffing reductions should have taken place in the fire department as time has passed with consolidation. He said there are more administrative personnel now than what Menasha Fire Department had prior to consolidation. Ald. Stevenson said there is a statutory requirement to have a Fire Chief. If staffing was reduced it would have to be through attrition or to fire someone. He agreed with Alderman Taylor that this discussion was held when the Committee reviewed replacing the Deputy Chief's position, and they stated that if the Deputy Chief or one of the Assistant Chiefs was hired for the Chief's position, it would be the responsibility of that Chief to look at

staffing and make recommendations to both Councils for consideration. Ald. Stevenson asked if the hiring process will include internal and external candidates and if there is an ability to request NMFR's Joint Fire Commission to consider only internal candidates for the position. Director Barber said both Mayors prefer to have internal and external candidates considered and the Mayors' request will be given to NMFR's Fire Commission for consideration and action. She further explained that limiting the process to internal candidates would not result in the elimination of a position. The process would have to be restricted to anyone who is currently Assistant Chief, or higher, a total of three people. This would exclude other internal applicants who do meet the requirements for the Fire Chief's position. Ald. Kunz said he doesn't agree with only considering internal candidates. He would like to fill this position with the best candidate as this is what is right for the Department and both Cities. With the current age of the Department there will be time in the near future to look at staffing and seeing if restructuring can be made at that time. **MSC Ramos/Keehan recommends the City of Neenah and City of Menasha Common Councils authorize filling the Fire Chief's position, all voting aye.**

MSC Ramos/Kunz to adjourn at 6:01 p.m., all voting aye.

Respectfully Submitted,

Tara Theisen

Management Assistant