

City of Manitowoc
POLICE AND FIRE COMMISSION
03/08/11 MEETING MINUTES

COMMISSIONERS PRESENT: T. Bare, P. Blashka, K. Reynolds, K. Beilke

1. Called to Order at 4:30 pm by T. Bare
2. T. Bare made a motion to approve previous minutes of 01/11/11.
Seconded by P. Blashka. Motion carried unanimously
3. Communications Received: None other than a private communication to T. Bare.
4. Public input of items germane to the Police and Fire Commission statutory authority: None
5. Police and Fire Chief Reports
 - A. Fire Chief Items:
 - 1) Chief Manis reported that the hiring process approved June 2010 resulted in 20 candidates from FVTC which has been narrowed to 12 and of those feels 10 are good candidates. HR flagged one candidate to take off list but Chief felt he should keep that candidate on and asked for PFC's thoughts. After discussion PFC decided to keep the candidate on the list. P. Blashka made a motion to approve the hiring list. K. Bielke seconded. Motion carried unanimously.
 - 2) Chief Manis introduced Fran Jonet, President of Green Bay PFC and GB Fire Chief Jeff Roemer who talked about placing good cadets on the hiring list. They explained that the cadets are in the Associate Degree program and they have to apply thru their school for the 3 month internship and during that whole semester they work a 24 hr shift every day except school days as cadets. They've found that cadets usually are the stronger candidates on the hiring list as that they can be brought on in 2 to 3 weeks instead of the normal 2 to 3 months. Chief Manis said that he would like to create a cadet list and at next meeting would like to formulate the criteria for cadets/interns.
 - 3) Fire Chief Report revealed that Chief Manis tried something new and purchased a bariatric unit, oversized cot, for heavy patients that holds up to 1200 lbs. Through March it's already been used over 12 times so feels it was a good purchase. Also reported was that he is hiring two employees tomorrow, he asked for three but only got two.
 - B. Police Chief Items:
 - 1) Chief Dick reported that Max Kue resigned last week so he is trying to fill that position plus he has one employee that voiced they will retire in the near future. The last eligibility list expired at the end of the year however the department currently is in the advertising stage of the new hiring process. Patrol Officer applications are due at the end of the month, the written test will be next and then interviews...same procedure as in the past.
 - 2) Discussion of Chief and Deputy Chief Job Descriptions was had as Chief felt is was good for the employees to know what they have to do to plan for their career. PFC said that they would like a Bachelors Degree as a requirement for Chief and as desirable for Deputy Chief (currently only ½ Capt's/Lt's have BS so still light) Other than that PFC felt job description was good as is.
6. Next Meeting May 10, 2011
7. Meeting Adjourned