

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF AUGUST 30, 2023**

1:00 p.m.

Council Chambers (203 South Farwell Street)

MEMBERS PRESENT: Stephanie Finn, Disa Wahlstrand, David Anderson

STAFF PRESENT: Police Chief Matt Rokus
Police Deputy Chief Chad Hoyord
Police Deputy Chief Derek Thomas
Human Resources Director Colleen Schian

The Commission convened in open session at 1:00 p.m. Meeting was called to order by President Disa Wahlstrand.

A discussion was held with regard to the Police Officer interview process. The Police Department currently has 11 vacancies. This includes two new vacancies, one retirement and one resignation. The desired traits of a Police Officer were discussed, including problem-solving skills, communication skills, and being community minded.

Commissioner Anderson asked what the steps of the hiring process were. A discussion was held regarding our current hiring process.

At 1:10 p.m., motion was made by Commissioner Anderson, seconded by Commissioner Finn, and passed by unanimous roll call vote to go into closed session to conduct interviews of Police Officer candidates.

At 3:04 p.m., motion was made by Commissioner Finn, seconded by Commissioner Anderson, and passed unanimously to move into open session.

Based on the discussion held and interviews conducted in closed session, a Police Officer eligibility list was created. Motion was made by Commissioner Finn, seconded by Commissioner Anderson and passed unanimously, to adopt the new eligibility list, which shall replace the previous list and remain in effect until replaced by the Commission.

President Wahlstrand asked if there are any future agenda items. It was noted that a highlight/strike-out version of the Policies and Procedures Manual will be sent out prior to the next regular meeting.

Motion was made by Commissioner Anderson to adjourn the meeting, seconded by Commissioner Finn and the meeting adjourned at 3:19 p.m.

The next regularly-scheduled Police and Fire Commission meeting is September 19, 2023.

Minutes recorded by Kelsey Brunner, Police and Fire Commission Secretary.