

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF JULY 18, 2024**

4:00 p.m.

Council Chambers (203 South Farwell Street)

MEMBERS PRESENT: Disa Wahlstrand, Stephanie Finn, David Anderson, Casey Utke, Jon Standiford

STAFF PRESENT: Police Chief Matt Rokus
 Fire Chief Matt Rokus
 Human Resources Director Carrie Riepl
 Deputy City Attorney Doug Hoffer
 Police Lieutenant Ben Frederick

The Commission convened in open session at 4:00 p.m. Meeting was called to order by President Wahlstrand. President Wahlstrand asked if there were any corrections or additions to the minutes of the Police and Fire Commission meeting held May 16, 2024. No corrections or additions were noted, and the minutes stand approved as circulated.

Chief Rokus provided a personnel update. Yesterday, four new Police Officers started with the Department, with the swearing in ceremony set to be held next Tuesday at the Pablo Center. These new hires leave ten vacancies in the Department. The promotion of Lieutenant Ben Frederick to Deputy Chief was brought forward by the Chief, and the interview process and biography of Lieutenant Frederick were discussed. If approved, his appointment to the position would be effective October 14, 2024. Commissioner Wahlstrand made a motion, seconded by Commissioner Finn, and passed unanimously, to approve the promotion of Ben Frederick to Deputy Chief.

Chief Rokus also provided a lieutenant promotional eligibility list with five candidates for consideration. A brief description was provided of the recruitment and interview process, and a discussion was held regarding the candidates. Commissioner Utke made a motion, seconded by Commissioner Standiford, and passed unanimously, to approve the promotional eligibility list. Several more promotions are expected by the end of the year.

Chief Rokus also provided an operational update. A recent officer-involved critical incident was discussed, as well as the department policies and best practices regarding the incident. Per the policy, the nature of the incident is being investigated by an outside law enforcement agency. This investigation will be handled by the Wisconsin Department of Justice – Division of Criminal Investigation and independently reviewed by the Eau Claire County District Attorney.

Chief Jaggar provided a personnel update. Since the meeting in May, there have been two separations from the department. There are currently four open positions, with one conditional offer for a candidate to start in October. There is one upcoming anticipated retirement, which is included in the numbers discussed prior.

Chief Jaggar also provided an updated Captain promotional eligibility list, due to an error when the list was approved in May 2024. One candidate was excluded from the final list, and it was asked that this list be approved in place of the old list, with the same expiration date of May 31, 2024. Commissioner Standiford made a motion, seconded by Commissioner Anderson, and passed unanimously, to approve the updated promotional eligibility list.

Chief Jaggar brought forward the promotions of Engineer Andrew Robinson to Lieutenant, Fire Fighter Nathan Munch to Lieutenant, and Fire Fighter Jordan Watson to Engineer, all effective July 19, 2024. The promotions to Engineer and Lieutenant are from the promotional eligibility lists established in May 2024 by the Police and Fire Commission and did not need additional approval. Chief Jaggar also brought forward the promotion of Lieutenant Tim McCaughey to Captain, which would be effective July 19, 2024. A brief discussion was held regarding the promotional processes. Commissioner Anderson made a motion, seconded by Commissioner Finn, and passed unanimously, to approve the promotion of Lieutenant Tim McCaughey to Captain.

Chief Jaggar also provided an operational update. A grievance that was recently brought forward to City Council was briefly discussed, which is now moving forward to mediation. A discussion was also held regarding the upcoming bargaining with Local 487, whose contract ends on December 31, 2024. Lastly, it was discussed that five new hires just started their training academy, and their badge pinning will be taking place on August 2, 2024, at Station 10.

A presentation was given by Deputy City Attorney, Doug Hoffer, regarding the roles and responsibilities of the Police and Fire Commission. Some topics included the duties of the Police and Fire Commission, which encompasses hiring, promotions, and discipline; the Chiefs' management rights; and the importance of being an impartial, non-political body, which ensures the hiring and disciplinary practices remain fair and unbiased. Deputy City Attorney Hoffer asked if there were any questions. Commissioner Finn asked for clarification on quorums in the context of emails.

President Wahlstrand asked if there are any future agenda items. Commissioner Standiford asked if they could have a tour of the forensics lab, and it was noted that the next meeting could be held at the Police Department to include a tour. No other future agenda items were noted.

Motion was made by Commissioner Standiford to adjourn the meeting, seconded by Commissioner Utke, and the meeting was adjourned at 4:33 p.m.

The next regularly scheduled Police and Fire Commission meeting is September 19, 2024, at 4:00 p.m.

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