A Meeting of the Police and Fire Commission was held on
Thursday, July 20th, 2017 at 7:00 pm
at the Trevor Fire Station #1, 11252 - 254th Court, Trevor, WI, 53179

Meeting called to order by Chairman, Greg Galich at 7:00 pm

Pledge of Allegiance

Roll Call - Members Present: Shirley Boening, Chris Dreyer, Ed Herried, Greg Galich, Tom Robinson, Staff Present:
Diane Maki, Attorney Richard Scholze, Fire Chief Mike Slover

Consideration and possible action on following items:

a) The Minutes of the June 15, 2017 Regular Commission Meeting – One correction to be made to
   quotation marks in Item 7, Mission Statement. Motion to accept minutes made by Shirley Boening,
   seconded by Tom Robinson. Motion approved.

b) The Roles and Responsibilities of the Police and Fire Commission – Attorney Scholze explained the
   statutory duties of the commission regarding hiring and firing or discipline of fire department
   employees, and water patrol officers who are hired as Village employees. Does not apply to Kenosha
   County Sheriff’s Department Deputies. He explained the appeal process regarding firing or discipline
   also. Trustee Ted Kmiec is in charge of Emergency Services.

c) A Dispute Resolution Procedure – Chairman of the Police and Fire Commission cannot take a complaint.
   Complaints must be filed with the Clerk of the Commission. Chain of Command was discussed.
   Attorney Scholze to write the complaint process.

d) The Fire Department Hiring Procedure (Admin Code 100.20) – Also known as “Membership Guidelines”.
   Discussed application and background investigations, and membership requirements – the schooling
   and training required for each level of certification. Discussed residency requirements regarding the
   wording of “1/2 mile of the Village of Salem Lakes border” and “within 30 minutes of the response
   district”. Discussed physical and medical requirements to perform the duties assigned. Discussed
   difference between “volunteers” and “employees”. Chief Slover will make changes to the procedure as
   discussed, forward a copy to Attorney Scholze to review so that it can possibly be acted on at the next
   meeting.

e) Policies and Procedures, Standard Operating Guidelines (Admin Code 100.00, 100.10 and 100.30) –
   Also known as Organization (Admin 100.00), Ethical Conduct (Admin 100.10), and Discipline and
   Substandard Performance (Admin 100.30). Chairman Galich found no problems with any of the
   guidelines. Members in agreement also.

f) Police & Fire Commission Workshop – Date is November 10th (not November 3rd) at Glacier Canyon
   Lodge in the Wisconsin Dells. Approval for all commission members to attend.

g) Business (Agenda Items) for Upcoming Meetings – Nothing

h) Announcement, Next Meeting Thursday, August 17, 2017 at 7:00 pm – Date has been changed to
   August 10th due to the Kenosha County Fair being the week of the 17th.

i) Adjournment – Motion to adjourn by Chris Dreyer, seconded by Ed Herried. Motion approved.

Meeting adjourned by Chairman, Greg Galich at 8:35 pm

Minutes submitted by: Diane Maki