

BOARD OF POLICE & FIRE COMMISSIONERS
CITY OF SHEBOYGAN
MINUTES
DRAFT

Date: Wednesday, November 20, 2013

Time: 2:00 pm

Location: Sheboygan Fire Department Headquarters

Commissioners Present: Jim Pragatz, Andrew Hopp, Henry Jung, Bob Lettre and Val Schultz

Staff Present: Mayor Vandersteen, Chief Hermann, Sandy Rohrick, and Steve McLean

1) Call to order – the meeting was called to order at 2:00 p.m. by President Pragatz.

2) The Pledge of Allegiance was recited.

3) Approval of the November 14, 2013 minutes. Commissioner Schultz moved to approve. Seconded by Commissioner Lettre. Motion passed – all ayes.

4) Appoint an Interim Fire Chief. Commissioner Lettre moved to appoint the Assistant Chief, Vernon Koch. Commissioner Pragatz added that the effective date would be January 1st. Salary considerations are up to the Council. Seconded by Commissioner Hopp. Assistant Chief Koch joined the meeting briefly and accepted the appointment. The motion passed – all ayes.

Discussion took place regarding community sentiment about the structure of the fire department. Chief Hermann pointed out that in the last seven to eight years the department has reorganized.

Chief Hermann provided a rating of importance, along with percentages of time spent, for the essential duties and responsibilities as previously requested by the Commission.

Sandy Rohrick provided the Commission with a spreadsheet tool to use in identifying the importance of various categories and abilities relating to the Fire Chief position.

Discussion took place regarding concerns facing the fire department in the future.

Sandy Rohrick spoke about the status of application process. She provided the Commission with the revised copy of the ad.

Commissioner Hopp asked whether the Council can set the requirements. City Attorney McLean verified that the Council can do so. Discussion continued regarding qualifications.

The next meeting date was tentatively set for December 17th at 2:00 p.m.

5) Adjourn – there being no further business, the meeting was adjourned by unanimous vote.