

## POLICE AND FIRE COMMISSION

July 21, 2020

A meeting of the Police and Fire Commission was called to order at 2:00 p.m. by Commission President Dave Poulton in the Community Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Hurley, Commissioner Herdina and Commissioner Spritka were present. Also present from City Hall was Mayor Ward, Chief Porter and City Administrator VanLieshout.

*Moved by Commissioner Herdina, seconded by Commissioner VanDyke to adopt the following agenda:*

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from February 28, 2020
5. Consideration of: Process to fill Police Chief Position
6. Adjourn

*All ayes. Carried.*

### **Approval of Minutes:**

*Moved by Commissioner Hurley, seconded by Commissioner Herdina to approve the minutes from February 28, 2020 meeting. All ayes. Carried.*

### **Process to fill Police Chief Position:**

Chief Porter, Mayor Ward and City Administrator VanLieshout each made remarks in regards to the Police Department having qualified candidates in-house to fill the Chief's position. They all offered support to the process, if desired by the Committee.

Mr. VanLieshout confirmed that per the Police & Fire Rules and Regulations handbook, hiring from within the Department is permissible. Mayor Ward is fine if a gap in time occurs between Chief's Porter's retirement on October 2, 2020 and the placement of the new Chief; making sure the process is done right without rush. Mr. VanLieshout did request the Committee include Department Heads in the process of evaluation of the candidates.

Commissioner VanDyke remarked that he would like to have the City Administrator back next meeting, along with Chief Porter.

Discussion of the job posting and edits that need to be made; it will be updated and sent to Commission members prior to the next meeting, and put on the agenda for discussion of.

*Moved by Commissioner Spritka, seconded by Commissioner VanDyke, recruit the position of Chief of Police from within the Department. All ayes. Carried.*

Commission members are to bring ideas for interview questions to the next meeting for discussion.

Next Meeting: Tuesday, July 28, 2020 at 2:00 p.m. in the Community Room.

**Adjourn:** *Moved by Commissioner Spritka, seconded by Commissioner Hurley to adjourn. All ayes. Motion carried. Time of 2:51p.m.*

Respectfully submitted,

Sarah Spude-Olson  
SBPD Office Manager