

**CITY OF ALTOONA  
POLICE AND FIRE COMMISSION MEETING AGENDA  
Wednesday, May 18, 2022  
Emergency Services Building, 1904 Spooner Ave.  
4 pm.**

- 1) **Call Meeting to Order**
- 2) **Roll Call**
- 3) **Approval of Minutes for 02/22/22 meeting.**
- 4) **Discuss/consider convening in closed session pursuant to Wis. Stats 19.85(1)C considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.**
  - a.) **Police Officer Interviews**
- 5) **Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matters entertained in Closed Session.**
- 6) **Fire Department report.**
- 7) **Police Department report.**
- 8) **Discuss PFC rules of procedure.**
- 9) **Miscellaneous Business and Communications**
- 10) **Adjournment**

**Bill Hoepner  
Altoona Police and Fire Commission**

Dated: May 10, 2022

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the City Clerk's Office at 715-839-6092 with as much advance notice as possible.

**CITY OF ALTOONA**  
**POLICE AND FIRE COMMISSION MEETING MINUTES**  
**Tuesday, February 22, 2022**  
**Fish House, 418 – 9<sup>th</sup> Street West**  
**4:00 PM**

**(1) Call Meeting**

Chair Bill Hoepner called the meeting to order at 4:06 p.m. held at the Fish House, 418 – 9<sup>th</sup> St W, Altoona.

**(2) Roll Call**

Members present: Chair Bill Hoepner, Hillarie Roth, Chad Hanson  
Nicholas Gagnon – present at 4:20 p.m.

Also present: Police Chief Kelly Bakken, Fire Chief Mark Renderman

Absent: Mike Torud

**(3) Minutes approved**

Motion made by Member Roth to accept the minutes for the October 14, 2021 meeting.  
Seconded by Member Hoepner.

Ayes: 2 Roth, Hoepner, Nays: 0 Abstained: 1 Hanson

**(4) Fire Department report**

Report from Fire Chief Mark Renderman on staffing updates and volume of calls. See attached

**(5) Move to Closed Session**

-Motion to convene in Closed Session pursuant to Wis. Stats 19.85 (1)(c) for the Police Department employment process, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(a) Police Officer Interviews

-Motion made by Member Roth,

-Seconded by Member Hanson to convene in Closed Session at 4:31 p.m.

-Roll Call vote:

Ayes: 4 Hoepner, Roth, Gagnon, Hanson Nays: 0

Motion carried.

**(6) Move to Open Session**

-Motion made by Member Gagnon.

Seconded by Member Hanson to reconvene to Open Session at 7:09 p.m.

Roll Call vote:

Ayes: 4 Hoepner, Hanson, Roth, Gagnon, Nays: 0

Motion carried.

-Motion made by Member Roth to allow Chief Bakken to proceed with offering the full-time police officer position as discussed in closed session.

Second by Member Gagnon

Roll Call vote:

Ayes: 4 Hoepner, Hanson, Roth, Gagnon, Nays: 0

Motion carried

**(7) Police Department Report.**

Police Department 2021 year-end report presented by Chief Bakken. See attached

**(8) Discuss PFC rules of procedure.**

Draft provided to PFC members, discussed adding Fire Department procedures prior to reviewing the document. Tabled until April 2022 meeting.

**(9) Miscellaneous Business and Communications**

No business to discuss

**(10) Adjournment**

-Motion made by Member Roth.

Seconded by Member Hanson to adjourn at 7:38 p.m.

Ayes: 4

Nays: 0

Motion carried.

Minutes transcribed by Kelly Bakken, Police Chief.

DRAFT