



Lake Country Fire & Rescue – **Fire Commission Minutes**  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield, WI 53018  
Thursday, June 4, 2015 at 2:00 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance  
The meeting was called to order by Chair Dick Schafer at 2:00 p.m. with the Pledge of Allegiance.
2. Roll Call  
Present was Chair Dick Schafer, Vice Chair Rob Manegold, Brad Stocks, Brian Gerner, Cate Rahmlow, Dennis Evinrude, Interim Chief Kevin Keith and Secretary/Treasurer Sandy Rosch. Pewaukee Fire Chief Kevin Bierce was introduced to the Commission and explained to those present that Chief Bierce was invited to participate in the interview process but would have no voting power on the actual selection.
3. Announcement of Closed session  
Schafer announce plans to go into Closed Session pursuant to Wisconsin State Statute 19.85(1)(c), considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction, more specifically to interview candidates for the position of Fire Chief
4. Public Comments  
There were no public comments.
5. Approval of minutes  
A motion was made by Manegold and second by Gerner to accept the minutes from May 14, 2015 as written. All ayes, motion was carried. The draft of June, 1, 2015 Review Panel Committee's meeting minutes were completed and included in the packet.
6. Discussion and action regarding the interview questions for the candidates  
Manegold and Evinrude reviewed questions prepared for the candidate interviews and as a group each Commission member took a topic to explore with the candidates. Schafer took the general category, Rahmlow took Organizational management, Manegold took creativity, Gerner took Communication, Schafer took Leadership and Evinrude took Conflict Management. Each member was provided a list of questions and a guide for assessing candidate responses.
7. Motion to invite Fire Chief Kevin Bierce into closed session  
At 2:39 p.m. Schafer entertained a motion to by Gerner and second by Evinrude to invite Fire Chief Bierce into closed session as a Commission resource for candidate interviews. All ayes, motion was carried.

8. Motion to convene into Closed Session

Schafer entertained a motion by Evinrude and second by Gerner to convene into Closed Session pursuant to Wisconsin State Statute 19.85(1)(c), considering the employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction, more specifically to interview candidates for the position of Fire Chief. All ayes, motion was carried at 2:40 p.m.

9. Motion to re-convene into Open Session

A motion was made at 6:37 p.m. to convene into open session by Rahmlow and second by Gerner. All ayes, motion was carried. Chief Bierce was excused after interviews were completed at approximately 6:10 p.m.

10. Discussion and action on the recommendation of the Commission for the position of Fire Chief

Schafer thanked the Community Review Panel for their work in identifying the candidates that were interviewed for the position of Fire Chief. He stated that all candidates were strong candidates but entertained a motion from the Commission to recommend to the Fire Board, Kevin Keith for the position of Fire Chief Contingent on the successful completion of the conditions of employment. Evinrude made the motion and Rahmlow second it. All ayes, the motion was unanimously carried. The Commission congratulated Kevin Keith.

11. Adjournment

A motion to adjourn at 6:30 p.m. was made by Rahmlow and second by Stocks. All ayes, motion was carried.

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Respectfully submitted by Sandy Rosch, Secretary/Treasurer