

City of Hartford Police & Fire Commission Agenda
Council Chambers, 109 North Main Street
Wednesday, October 11th, 2023
7:00 p.m.

This is a regular meeting of the Police and Fire Commission of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was provided at least 24 hours ago.

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of the minutes from September 13th, 2023 (Minutes attached)
- 5) Public Comment Period
- 6) **Police Department** – Chief MacFarlan will review the Executive Summary regarding the request to establish an eligibility list for Patrol Officer.
- 7) **Police Department** – The Commission will vote on the following matters:
 - a) To establish a current eligibility list for the position of Police Officer
- 8) **Police Department** – The Commission will vote on the following matters:
 - a) To confirm Chief MacFarlan’s appointment of the following individual, for the position of Police Officer, on or after October 11, 2023 subject to successful completion of all pre-hire conditions.
 - Sean A Schmidt
- 9) Adjournment

Richard Fehr, President
Hartford Police and Fire Commission

“Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting. Members of the Common Council may attend the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993) such attendance may be considered a meeting of the Common Council. This notice is given so that members of the Common Council may attend the meeting without violating the open meeting law.”

EXECUTIVE SUMMARY

TITLE: Establishment of Patrol Officer Eligibility List and Filling of Anticipated Staffing Vacancy

BACKGROUND:

The Hartford Police Department does not currently have an active eligibility list for patrol officer candidates. This will require us to begin a recruitment process to establish an eligibility list to facilitate the hiring of a patrol officer to maintain our department’s authorized staffing levels.

FISCAL IMPACT:

This position is included in the 2023/2024 operations budget. There will be no additional financial impact.

RECOMMENDATION:

To authorize the appropriate city officials to establish a current eligibility list to fill an anticipated vacant Patrol Officer position in 2024.

PREPARED BY:  **DATE:** 10/03/23
Scott MacFarlan, Chief of Police

APPROVED BY: _____ **DATE:** _____
Steve Volkert, City Administrator

Committee Routing: Police and Fire Commission

October 11, 2023