

City of Hartford Police & Fire Commission

Minutes for April 12, 2023

1. PFC meeting called to order by President Fehr at 7:00 PM.
2. Pledge of Allegiance.
3. Roll Call: Stapleton, Fehr, Kirley, Reinke and Kuhar present, as well as Alderperson Webb, Lieutenant Thickens and Chief Stephans.
4. Motion by Kirley, seconded by Stapleton to approve the March 8, 2023 minutes. Approved 5-0.
5. Public Comment Period
 - a. Commissioner Kirley asked for Chief MacFarlan to provide an update on the use of body cameras and if there are policies in place that dictate the retention period of the footage and how quickly footage from those cameras might be released to the media.
6. President Fehr announced that with the resignation of Commissioner Jeff Hetzel, the Mayor appointed and Common Council approved, Commissioner Chris Reinke.
 - a. Commissioner Reinke introduced himself to the Commission.
7. President Fehr also announced that Commissioner Kuhar will be taking over as Secretary.
8. Lieutenant Thickens explained that Operations Lieutenant Mike Cummings has notified the department that he intends to retire before the end of this year. Requirements for the Operations Lieutenant include being a Patrol Sergeant with five years' experience. The police department would look to promote one of the current Patrol Sergeants to Operations Lieutenant, and then promote a Patrol Officer to Patrol Sergeant.
 - a. Motion by Stapleton, seconded by Fehr to establish eligibility lists for the positions of Lieutenant, Sergeant and Patrol Officer. Motion carried 5 – 0.
9. Chief Stephans for the approval of his appointment of Ellen Heimermann to the position of probationary EMT.
 - a. Chief Stephans explained that Ms. Heimermann has done numerous ride alongs with the department and has obtained her EMT Basic License through the high school's EMT Basic Program. She is currently attending college in Eau Claire, but would like to work as an EMT part-time, paid-on-premise during the summer months and when she is available. She has completed the background check and oral interview portions, and her employment is now pending the Commission's approval and successful completion of the pre-employment physical exam.

- b. Motion by Kuhar, seconded by Kirley to confirm Chief Stephans' appointment of Ellen Heimermann to the position of probationary EMT. Motion carried 5 – 0.
- 10. Motion by Reinke, seconded by Kirley to move into closed session regarding a disciplinary matter within the Fire Department. Motion carried 5 – 0.
- 11. Motion by Kirley, seconded by Fehr to return to open session. Motion carried 5 – 0.
- 12. Motion by Reinke, seconded by Kuhar for adjournment at 7:13 p.m. Motion carried 5 – 0.

Ron Kuhar Secretary
HPFC