



Southern Ozaukee Fire & EMS Commission
AGENDA

DATE: Wednesday, March 8, 2023

LOCATION: 250 Elm Street, Thiensville, WI

IMMEDIATELY FOLLOWING SOFD BOARD

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN BRIAN PARRISH
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER

THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT

III. APPROVAL OF MINUTES

A. January 11, 2023

B. January 31, 2023

C. February 9, 2023

IV. NEW BUSINESS

A. The SOFD Commission may convene into Closed Session pursuant to Wis. Stat. 19.85(1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into open session to take such action as deemed appropriate.

V. ADJOURNMENT

Colleen Landisch-Hansen, Interim Village Clerk

March 6, 2023

Please advise the Thiensville Municipal Hall, 250 Elm Street (262-242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.



Southern Ozaukee Fire & EMS Commission
MINUTES

DATE: Wednesday, January 11, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 6:21 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN BRIAN PARRISH
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER

THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT

III. ITEMS REQUIRING COMMISSION ACTION

A. Approve Hiring Process for Paid-on-Call Members

Chief Bialk noted the requirements for paid-on-call members include: a written exam, a physical agility test, interview, police background check and a medical exam.

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to Approve Hiring Process for Paid-on-Call Members. **MOTION CARRIED UNANIMOUSLY.**

B. Review/Certify Eligibility List for Fire Department

Chief Bialk noted that three current Mequon interns have applied to be paid-on-call SOFD members. All have EMT and firefighter certification. Chief Bialk recommends approval.

MOTION by Trustee Eckert, **SECONDED** by Alderwoman Schneider to Certify Eligibility List for Fire Department. **MOTION CARRIED UNANIMOUSLY.**

C. Approve Hiring Process for Full-Time Firefighter/Paramedic

Chief Bialk noted plans to hire two full-time firefighter/paramedics during the first quarter of 2023, another one mid-year and a fourth near the end of 2023. ARPA funds will be used to hire the first two. Chief Bialk proposed a one-month application period. Administrator Landisch-Hansen proposed adding Captain to the list of Immediate Supervisors in the Job Description.

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to Approve Hiring Process for Fulltime Firefighter/Paramedic with the addition of Captain to the list of Immediate Supervisors in Section D of the Job Description. **MOTION CARRIED UNANIMOUSLY.**

IV. POTENTIAL CLOSED SESSION

A. Battalion Chief Vacancy: The SOFD Commission may convene into closed session pursuant to Wis. Stat. 19.85(1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into open session to take such action as deemed appropriate.

MOTION by Alderman Parrish, **SECONDED** by Trustee Eckert to Convene into Closed Session at 6:32 PM.

Ayes: Mayor Nerbun, Alderman Parrish, Alderwoman Schneider, President Mobley and Trustee Eckert

Naes: None

MOTION CARRIED UNANIMOUSLY.

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to Reconvene into Open Session at 8:00 PM. **MOTION CARRIED UNANIMOUSLY.**

V. ADJOURNMENT

MOTION by Alderman Parrish, **SECONDED** by Mayor Nerbun to adjourn the meeting at 8:01 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Village of Thiensville Administrative Assistant

Amy L. Langlois
Village Clerk/Deputy Treasurer



Southern Ozaukee Fire & EMS Commission
MINUTES

DATE: Tuesday, January 31, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN BRIAN PARRISH
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER

THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT

III. NEW BUSINESS

A. Battalion Chief Vacancy: The SOFD Commission may convene into Closed Session pursuant to Wis. Stat. 19.85(1)(c) for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into Open Session to take such action as deemed appropriate.

MOTION by Alderwoman Schneider, **SECONDED** by Trustee Eckert to Convene Into Closed Session at 6:01 PM.

Ayes: Mayor Nerbun, Alderman Parrish, Alderwoman Schneider, President Mobley and Trustee Eckert

Naes: None

MOTION CARRIED UNANIMOUSLY.

MOTION by Alderman Parrish, **SECONDED** by Mayor Nerbun to Reconvene in Open Session at 6:35 PM. **MOTION CARRIED UNANIMOUSLY.**

IV. REVIEW NEXT MEETING DATE

First preference: February 9, 2023 at 4:00 PM
Second preference: February 13, 2023 at 4:00 PM
Third preference: February 23, 2023 at 4:00 PM

V. ADJOURNMENT

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to adjourn the meeting at 6:40 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Village of Thiensville
Administrative Assistant

Signed by,

Amy L. Langlois
Village of Thiensville
Village Clerk/Deputy Treasurer



Southern Ozaukee Fire & EMS Commission
MINUTES

DATE: Thursday, February 9, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 4:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 4:00 PM.

II. ROLL CALL

COMMISSIONERS:

MEQUON MAYOR ANDREW NERBUN
MEQUON ALDERMAN BRIAN PARRISH
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER
THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE TRUSTEE KRISTINA ECKERT

EX OFFICIO MEMBERS:

MEQUON ADMINISTRATOR WILL JONES
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN

III. NEW BUSINESS

A. Interview Candidates for Battalion Chief. The Commission may convene into Closed Session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibility and/or § 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, and then may reconvene in Open Session to take such action as the Commission may deem necessary.

MOTION by Alderman Parrish, **SECONDED** by Trustee Eckert to Convene Into Closed Session at 4:01 PM.

Ayes: Mayor Nerbun, Alderman Parrish, Alderwoman Schneider, President Mobley and Trustee Eckert

Naes: None

MOTION CARRIED UNANIMOUSLY.

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to Reconvene in Open

Session at 6:57 PM. **MOTION CARRIED UNANIMOUSLY.**

B. Review/Certify Eligibility List for Battalion Chief Under Wis Stat. § 62.13(4).

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to Certify All Three Candidates for Battalion Chief on the Eligibility List for a Period of One Year. **MOTION CARRIED UNANIMOUSLY.**

IV. ADJOURNMENT

MOTION by Alderwoman Schneider, **SECONDED** by Mayor Nerbun to adjourn the meeting at 6:58 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Village of Thiensville
Administrative Assistant

Amy L. Langlois
Village of Thiensville
Village Clerk/Deputy Treasurer