

**Neenah-Menasha Joint Fire Commission
Meeting Minutes
April 29, 2020 – 4:00 p.m.
Virtual Meeting**

Present: Commissioners Keating, Kubiak, Englebert, McCann, Keehan and Lewis.

Also Present: Chief Kloehn, DC Voss, HR Director Kehl and MA Ellis

Public: No members of the public chose to speak.

Commissioner Keating called the meeting to order at 4:00 p.m.

Election of Chair: **MSC Keating/Englebert to nominate Mike Keehan as the Chair, all voting aye.**

Chairman Keehan took over the meeting.

Election of Vice-Chair: **MSC Englebert/Keating to nominate McCann as Vice-Chair, all voting aye.**

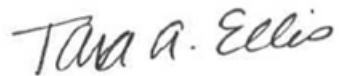
Minutes: The Commission reviewed the meeting minutes from December 9th and December 10, 2019. **MSC McCann/Englebert to approve the December 9th and December 10th, 2019 meeting minutes, all voting aye.**

Regional Fire Department Hiring Process Agreement: The Commission reviewed the regional hiring process agreement with Fox Valley Technical College. **MSC Lewis/McCann to approve the Regional Hiring Process Agreement with Fox Valley Technical College, all voting aye.**

National Testing Network Contract: The Commission reviewed the contract and annual membership fee with National Testing Network. DC Voss explained the intent of this new process. This test is the same one that candidates use when going through Fox Valley Technical College's regional process. This will allow us to gain a larger pool of candidates from other areas within the State and/or even out of state that may not be going through FVTC's process. Commissioner Keating asked how this test is taken. DC Voss explained they have to register and go to a specifically approved testing site to take the test. He also noted FVTC is looking at switching over to this process and being a test site. We will use applicants from this process and FVTC's regional hiring process to put together a list of candidates to invite to apply and go through our hiring process. Commissioner Englebert asked if there will be local advertising. Director Kehl said they will continue to post as they normally do to advertise positions. DC Voss noted this application process will run almost continuously where FVTC's process to apply is only open for about a month. **MSC Englebert/McCann to approve the contract and annual \$500 membership fee with National Testing Network, all voting aye.**

Fire Officer and Driver/Operation Promotions: The Commission reviewed the information from Chief Kloehn regarding the vacancy in the Fire Officer and Driver/Operator positions due to Jim Nabbefeld's retirement. **MSC Keating/Englbert to promote Driver/Operator Jim Bentle to the position of Fire Officer and Firefighter Nate Monfort to the position of Driver/Operator effective April 9, 2020, all voting aye.**

MSC McCann/Keating to adjourn at 4:20 p.m., all voting aye.

A handwritten signature in cursive script that reads "Tara A. Ellis".

Tara Ellis
Management Assistant