

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF MAY 15, 2025**

4:00 p.m.

Council Chambers (203 South Farwell Street)

MEMBERS PRESENT: Disa Wahlstrand, Stephanie Finn, Casey Utke, David Anderson, Jon Standiford

STAFF PRESENT: Police Chief Matt Rokus
Fire Chief Matt Jaggar
Human Resources Director Carrie Riepl
City Attorney Steve Nick

The Commission convened in open session at 4:04 p.m. Meeting was called to order by President Wahlstrand. President Wahlstrand asked if there were any corrections or additions to the minutes of the Police and Fire Commission meetings held on March 6, 2025 and April 24, 2025. No corrections or additions were noted, and the minutes stand approved as circulated.

Elections of Commission officers were held as follows:

President: Commissioner Finn made a motion, seconded by Commissioner Standiford, and passed unanimously, to elect Disa Wahlstrand, President.

Vice President: Commissioner Wahlstrand made a motion, seconded by Commissioner Standiford, and passed unanimously, to elect Stephanie Finn, Vice President.

Secretary: President Wahlstrand recommended HR Specialist Kelsey Brunner continue as Secretary of the Police and Fire Commission. Commissioner Finn made a motion, seconded by Commissioner Utke, and passed unanimously, to elect Kelsey Brunner, Secretary.

A discussion was held regarding the PFC manual. City Attorney Steve Nick provided background on purview of commission and probationary Police Officers and Firefighters. The discussion regarding rehiring of former officers was postponed.

At 4:13 p.m., Commissioner Anderson joined the meeting.

Chief Rokus provided a personnel update. The department currently has 11 Police Officer vacancies. This includes the four new officers that will be starting on Monday, May 19th. A discussion was held regarding the current hiring process.

Chief Rokus also provided an operational update. A discussion was held regarding the changes to the CVTC Law Enforcement Academy admissions process and how it will affect the current hiring process. A discussion was also held regarding the recent vehicle pursuit in April. The 2024 Annual Report was distributed.

Chief Jaggat recommended that ten candidates be added to the promotional eligibility list for Fire Engineer, five for Fire Lieutenant, and nine for Fire Captain. Commissioner Standiford made a motion, seconded by Commissioner Finn, and passed unanimously, to approve the Fire Department promotional eligibility lists.

At 4:30 p.m., Kelsey Brunner joined the meeting.

Chief Jaggat provided a personnel update, noting one resignation since the last meeting and a total of six current vacancies. Four offers have been accepted, with one candidate currently undergoing a background check. Additionally, five retirements are anticipated by the end of the year.

Chief Jaggat also provided an operational update. A discussion was held on the recent interviews for the Deputy Chief of Operations/EMS position conducted prior to the meeting. Additional topics included recent disciplinary actions, the arrival of the new ambulance, the status of current grievances, and the current state of contract negotiations. The 2024 annual report was distributed.

The Conflict of Interest Statements were passed out to the Commissioners and signed.

President Wahlstrand asked if there are any future agenda items. None were noted at this time.

Motion was made by Commissioner Standiford to adjourn the meeting, seconded by Commissioner Finn and the meeting was adjourned at 4:43 p.m.

The next regularly scheduled Police and Fire Commission meeting is July 17, 2025, at 4:00 p.m.

Minutes recorded by Carrie Riepl, Human Resources Director, and Kelsey Brunner, Police and Fire Commission Secretary.