

VILLAGE OF ELM GROVE

13600 Juneau Boulevard

Elm Grove, WI 53122

POLICE AND FIRE COMMISSION

Thursday, August 31, 2023 * 7:30 AM * Parkview Room

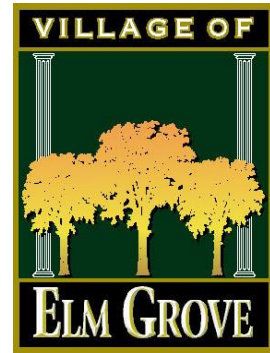
AGENDA

1. Call meeting to order.
2. Fire Chief's update on departmental personnel, activities and promotional recommendations.
3. Assistant Police Chief's update on departmental personnel and activities.
4. Village Manager to discuss police department succession planning, along with potential Police Chief selection process.
 - a. Closed Session.

May convene into Closed Session under Wisconsin § 19.85 (1) (c) to consider employment and compensation data over which the Police and Fire Commission exercises responsibility more specifically to address the item(s) identified above. The commission may reconvene in open session to take action on any item from this closed session.
5. Other Business.
6. Adjournment.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.



MEMO

TO: Police and Fire Commission

FROM: Thomas Harrigan

DATE: August 25, 2023

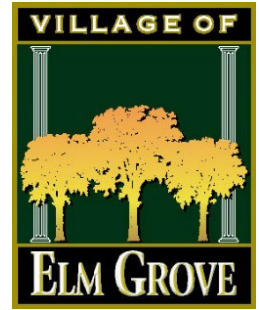
RE: Fire Department Position Appointments – August 31, 2023

Enclosed in your meeting materials is a memo from Fire Chief Bryan Naylor regarding his recommendations for various appointments within the fire Department. These position openings are the result of Fire Chief Naylor's appointment to Fire Chief in July of 2023. Positions requiring appointments at this time are:

- Deputy Fire Chief
- Captain
- Lieutenant
- Fire Inspector

Please feel free to contact me if you have any questions.

Memo



To: Elm Grove Police & Fire Commission
From: Brian Naylor, Elm Grove Fire Chief
Date: 8/21/2023
Re: Elm Grove Fire Department Promotions

With my promotion from Deputy Chief to Chief of the Elm Grove Fire Department and the resignation of Bedros Ohanian as the Fire Inspector, there have been some opportunities afforded for promotions in staffing. I would like to nominate the following individuals for promotions in the Fire Department with your approval.

To fill the now open Deputy Chief position, I recommend Captain Joe Coffey. Joe is retired from Waukesha Fire Department and has been on the Elm Grove Fire Department since 2/1/2001.

To fill Captain Coffey's opening, I would like to move Lt. Scott Burgardt up to Captain. Scott Has been on the Elm Grove Fire Department since 7/1/2010.

For the open Lieutenant position, I would like to move Fire Fighter Andrew Luke up from fire fighter / motor pump operator to Acting Lieutenant, with the understanding upon Andrews's completion of Fire Officer 1 course at WCTC he would move from Acting Lieutenant to Lieutenant. Andrew has been with the Elm Grove Fire Department since 8/20/2019.

I also seek approval for Scott Burgardt to fill the Elm Grove Fire Department Fire Inspector position. Scott has a vast knowledge and relationship with most of the business owners through his work in creating preplans for Fire and EMS calls.

Please do not hesitate contacting me prior to the meeting with any questions.