

## **Meeting Minutes**

Fox Valley Metropolitan Police Commission

Tuesday, June 24, 2025

Location: Village of Little Chute board room

**Time: 5:00 pm - 6:00 pm**

**1. Call to Order** - Bruce Siebers called the meeting to order at 5:00pm

### **2. Roll Call**

Commissioners - Paul Cooney, Sue Brown, Bruce Siebers, Carl Rambo, Mark Williamson

Attending Staff - Police Chief Meister, Captain Slotke

Others Attending - VOLC Administrator - Beau Bernhoft, VOK Administrator - Danielle Block

**3. Public Appearances** - None

**4. Approval of the minutes from the Fox Valley Metropolitan Police Commission Meeting Dated- May 6, 2025** The minutes were amended to take out the closed session minutes. Motion to approve was made by Mark Williamson, seconded by Carl Rambo. Motion was carried by a unanimous voice vote.

### **5. Discussion**

#### **A. Status Fox Valley Metro**

The discussion here was on the status of where we are with FVMPD and should we move forward as normal. It was asked when the Kimberly Trustees would be making a final decision, to which we were told it would be done soon and we were also told that Kimberly would not be leaving their partnership with FVMPD. Danielle Block shared that the results of the survey were not posted on-line. There was also going to be a joint Trustee meeting on July 14th at 5 pm

#### **B. Next Steps (as appropriate)**

##### **a. By-Law Review**

No By-Laws exist for the Police Commission. This means we work off of the state statutes. We will look to establish some by-laws in the future once a new police chief is hired.

### **b. Chief Job Description**

It was noted that the current job description is very comprehensive. Beau shared that it was recently reviewed by Human Resources in 2022. It was written that way as it is tied to the expectations of the job and to the evaluation process. The new chief may want to review once hired.

### **c. Draft timeline for hiring based on budgeting schedule**

July 1st the budgets are sent out to the departments. This will determine the budgeting schedule and based on that schedule, we will have a plan for the timeline for hiring.

### **d. Establishing the framework of the hiring plan**

August 19th there will be a joint meeting in Kimberly starting at 4:30 pm. An agenda will be coming out prior to that date. Items included in that meeting agenda will include but not be limited to the start of the timeline for the posting of the position, interview questions, interview process we will use in hiring of the new police chief, if we will have a community meet and greet and if we will have a written portion to the process and finally a meeting with members of the current police union/departments. We anticipate the interview process will be a two day process for candidates. Beau will work with Interim Chief Slotke to post the opening for one month as well as look at who the commission can find to do a comprehensive background check on the final candidate. Posting will open on August 20th and close on September 19th.

The Police Commission will meet on September 23rd in closed session to review all applications as well as make recommendations for who will be brought forward for in person interviews. If we have a large number of candidates, we may need to look at phone screening to narrow the field.

The Police Commission will conduct interviews of selected candidates during the week of September 29th - October 3rd.

## **6. Chief's Updates (as appropriate)**

Chief Dan Meister gave his final update by sharing how 7 years ago he sat her and interviewed for the position of chief of police. He then turned his time over to the interim Chief Slotke who gave the following update...

- Special event season is upon us now with July 4th fireworks, Paperfest, Rock Cancer, and Bike to the Beat to name a few.
- He shared an idea of having a listening session quarterly entitled 'Chats with the Chief'. This would be a forum for residents to talk with him and ask questions about the department and for him to share what the department does and why they do what they do. He shared several examples from events and experiences he or other officers have gone through to highlight this point.

- He shared about some speeding complaints and how those are handled. How they, as a department, track those complaints and can share more data formally on how complaints are handled. This will help residents see why resources are focused in an area more so than in another area. (Neighborhoods, Kids, Crashes, Etc.)
- More discussion was had regarding where to hold those meetings and how exactly to handle what may happen at the meetings.
- Finally, it was suggested that as a commission we do a ride-along with a member of the department. FVMPD is one of only a few departments that still allows people to ride along with an officer while they are on patrol. The request form is on the department web site. I have also attached a copy for your convenience.

## **7. Other**

None

## **8. Adjournment**

Motion to Adjourn was made by Sue Brown and Seconded by Mark Williamson. Motion was carried by a unanimous voice vote. The meeting was adjourned at 5:48 pm.

Respectfully Submitted By:  
Paul Cooney  
Secretary