

**Minutes**  
**Police & Fire Commission Meeting**  
**Wednesday, December 9, 2015 – 6:30 P.M.**  
**Jackson Village Hall**  
**N168W20733 Main St**  
**Jackson, WI 53037**

1. Call to order and roll call.

Jeff Dalton called the meeting to order.

Commissioners Present: Jeff Dalton, Mark Phillips, and Cindy Dadian

2. Nomination & Election of Police & Fire Commission President.

John Walther confirmed that the PFC has a President, Vice President and Secretary.

Mark Phillips was nominated for President. Motion was seconded. All approved and motion carried

Cindy Dadian was nominated for Vice President. Motion was seconded. All approved and motion carried

Jim Meyers was nominated for Secretary. Motion was seconded. All approved and motion carried.

3. Approval of new Fire Department Personnel.

Jeff made a motion to approve the new Fire Department Personnel. Mark seconded. All approved and the motion carried.

4. Acceptance of resignations of Fire Department Personnel.

Cindy made a motion to approve the resignations of Fire Department Personnel. Mark seconded. All approved and the motion carried.

5. Discussion of the Hiring Process for the Fire Chief Position.

The Fire Chief job description provided by Chief Skodinski was discussed. Suggested revisions were provided by the group. The updated document will be provided to the commission prior to beginning advertising this position.

The organization chart for the department will also be distributed to the commission for review.

6. Adjourn.

Submitted by Commissioner Cindy Dadian