

## MINUTES

### WILLMAR POLICE COMMISSION

Thursday, December 11, 2014

A meeting of the Willmar Police Civil Service Commission was held on Thursday, December 11, 2014. Members present were: President Dennis Anfinson and Vice President Cassie Akerson. Police Chief Jim Felt, Administrative Assistant Sue Edwards and West Central Tribune Reporter Nicole Hovatter were also present.

The meeting was called to order by President Anfinson at 3:49 p.m.

A motion was made by Commissioner Akerson, seconded by President Anfinson, to approve the November 17, 2014 minutes as submitted. **Motion carried.**

Chief Felt presented the background investigations completed on the next three candidates on the eligibility register. After reviewing the backgrounds and discussion, Commissioner Akerson made a motion, seconded by Commissioner Anfinson, to certify the names of David Ferrell, Kyle Jensen and Samuel Schaeftbauer to the appointing authority, with the recommendation to offer the position to Samuel Schaeftbauer, upon successful completion of a psychological and physical test. **Motion carried.**

#### Miscellaneous

Chief Felt informed the Commission that he would like to continue with the Captain's promotional process, as it had been placed on temporary hold pending clarification on some issues with the City and the Department Heads / Supervisors / Confidential Employees bargaining group. He explained that Sgt. Michael Anderson and Sgt. Michael Jahnke had tested for the Captain's position. Chief Felt notified the Commission that he received a letter from Sgt. Jahnke this week stating he would like to withdraw from the Captain's promotional process for personal reasons. Chief Felt said he would like to continue with the formal process by conducting an interview with Sgt. Anderson. Commissioner Anfinson requested that all of the Commissioners be able to participate in the interview process, if schedules permitted. Administrative Assistant Sue Edwards will set up a tentative date and try to work it out with everyone's schedule.

Chief Felt informed the Commission that Officer Craig Lange had surgery on his arm December 2, 2014, and believes it will be at least four to six weeks before he will be back on patrol. He explained that the work schedule has been adjusted to cover some of the gaps.

Officers Jeff Liebl and Marco Vazquez have both completed their Field Training programs; a badge pinning ceremony is planned for Monday, December 15<sup>th</sup>, from 3:00 – 4:00 p.m. in the EOC.

Chief Felt updated the Commission on the canine program. Officer Chris Flatten has been assigned as the canine officer and will be picking up the dog on Sunday, December 14<sup>th</sup>,

which is a month earlier than expected. The dog will have time to acclimate to the family before being sent to training. The dog won't be used by the department until it is fully trained. Officer Flatten and his canine will attend four weeks of narcotics training in February and ten weeks of patrol training later in the spring.

Chief Felt explained that the Willmar Police Department Explorer Program was assigned Post #3200, as the badge numbers of the WPD officers all begin with 32. Interviews have been completed and they will be starting with about 20 members. Their first meeting is scheduled for January 6, 2015.

Chief Felt inquired, for City Administrator Stevens, if Commissioner Dennis Anfinson was interested in continuing to serve on the Police Commission, as his term would be up at the end of the year. Commissioner Anfinson expressed his interest in continuing to serve as a Police Commissioner.

There being no further business, a motion to adjourn was made by Commissioner Akerson, seconded by Commissioner Anfinson. The meeting was adjourned at 4:20 p.m.

Secretary Kathy Schwantes  
By Sue Edwards