

**VILLAGE OF ELM GROVE**  
**13600 JUNEAU BOULEVARD**  
**ELM GROVE, WI 53122**  
**POLICE AND FIRE COMMISSION**  
**Thursday, April 20, 2023 7:30A.M. – Parkview Room**

**MINUTES**

**Roll Call:** Robert Haugh, Allan Kasprzak, Gus Moulas, Bridget Schoenborn (arrived 7:38am) and Steve Nelson.

**Also present,** Police Chief Jason Kubiak and Village Manager David De Angelis

**1. Call the Meeting to Order.**

The meeting was called to order by President Haugh at 7:35 A.M.

**2. Review and approve minutes from January 18, 2023.**

President Haugh made a motion for approval of January 18, 2023 minutes and Mr. Kasprzak seconded. Motion passed unanimously.

**4. Police Chief's update on Departmental Personnel and activities.**

Chief Kubiak gave update on current staffing, recruitment and current Sergeant promotional process. Chief Kubiak also gave brief update on School Resource Officer position and types of calls recently handled at school.

**5. Village Manager to discuss fire department succession planning and potential fire chief selection process.**

Mr. De Angelis gave update to recent announcement of Fire Chief Kastenholtz retirement effective June 1, 2023. A review of fire chief job description and duties was completed.

Ms. Schoenborn provided several grammar and wording corrections to Mr. De Angelis.

Mr. De Angelis discussed potential selection process options of proceeding with internal candidates and or opening process to outside candidates.

Mr. De Angelis stated he believed there were potentially three internal candidates as of today's date. President Haugh made motion to proceed with internal candidates with the option of opening process to outside if the commission feels internal candidates do not qualify. Mr. Nelson seconded the motion. Motion passed unanimously.

Mr. De Angelis advised position would be posted for two weeks with opening date of April 21, 2023.

**6. Other Business.**

Date for next meeting scheduled for May 10, 2023 at 7:30 AM.

**7. Adjournment.** President Haugh entertained a motion to adjourn at 8:35AM.

Mr. Nelson seconded. Motion carried unanimously.

Respectfully submitted,

Jason J. Kubiak

Chief of Police