



Board of Police and Fire Commissioners

May 7, 2013

City of West Allis
Dan Devine, Mayor
Thomas G. Lajsic, Common Council President
Members, West Allis Common Council
7525 W. Greenfield Avenue
West Allis, WI 53214

COMMISSIONERS

Joseph F. Kempen
President
Kevin Haass
Vice-President
Wayne B. Clark
Secretary
Donald R. Nehmer
Harold Mester

Dear Mayor Devine, President Lajsic and members of the West Allis Common Council,

This communication is intended to serve as an update regarding the recruitment process for the next Fire Chief in West Allis. Because the selection of a Chief is one of the Commission's most important functions, as President of the Commission, I appointed a "Fire Chief Hiring Process Committee" to establish a clear plan for selecting our next Fire Department leader. Human Resources Manager, Audrey Key provided invaluable support to the Committee as we established this process. We also thank City Administrative Officer Paul Ziehler and City Attorney Scott Post for their input.

The Fire Chief Hiring Process Committee has adopted a package of recommendations for the purpose of developing a comprehensive recruitment plan that has been approved at the April 18, 2013 Police & Fire Commission meeting. A key recommendation that was adopted is to seek applicants from both inside and outside the West Allis Fire Department. A supermajority of the Commission supports these positions, and we are being proactive in communicating these decisions to you today.

None of these decisions should reflect negatively on Retired Fire Chief Steven Hook. We believe he, and his team, have done an outstanding job protecting our City and developing leaders within this organization. We also believe the residents of West Allis expect us to do our due diligence in selecting the next Fire Chief.

The expected cost for this recruitment process is \$7,500 with advertising approximately \$2,500.00 of that amount. The remaining balance will be used for professional services for preparing interview materials, questions, etc., potential candidate expenses, expenses of the Peer Review Committee, background check for the selected candidate, physical exam and psychological review.

These items are consistent with the actual expenses incurred for the "Police Chief Selection Process" conducted last year.

The Commission's number one goal remains public safety for the residents we serve. We always welcome further dialogue between the Commission and the City's elected leaders, so feel free to contact us or attend future Commission meetings.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Kempen', with a long horizontal flourish extending to the right.

Joseph F. Kempen, President
West Allis Board of Police and Fire Commissioners

CC: Interim Fire Chief Gary Streicher
City Administrative Officer Paul Ziehler