

MINUTES
WILLMAR POLICE COMMISSION
Wednesday, March 29, 2017

A meeting of the Willmar Police Civil Service Commission was held on Wednesday, March 29, 2017, at the Law Enforcement Center in Willmar.

Present were Police Civil Service Commission members President Dennis Anfinson, Vice President Cassie Akerson, and Secretary Mike Kubesh. Police Chief Jim Felt and Administrative Assistant Sue Edwards were also present.

The meeting was called to order by President Anfinson at 7:34 a.m.

A motion was made by Commissioner Akerson, seconded by Commissioner Kubesh, to approve the February 6, 2017 minutes as submitted. **Motion carried.**

Chief Felt gave an overview of the entry level police officer written test and explained that it is used as a screening tool for applicants. He said the number of applications received has been declining in the last couple of years, and it seems to be the trend with other police departments as well.

The Commission reviewed the results of the written test scores. After discussion, Commissioner Akerson made a motion, seconded by Commissioner Anfinson, to interview all 21 applicants. **Motion carried.**

The interviews will be held on Wednesday, Thursday and Friday, April 19-21, 2017, with the panel members being Chief Jim Felt, Captain Michael Anderson, Sgt. Craig Lange and Commissioner Dennis Anfinson.

The Commission will meet on Friday, April 21, 2017, at 3:30 p.m., after the oral interviews are completed, to establish the eligibility register.

Miscellaneous

Chief Felt updated the Commission on the following:

- The Police Department will again be participating in the “lunch with a cop” program next week at Roosevelt and Kennedy Schools, where officers eat hot lunch with 1st through 4th grade children.
- The Police Department has hosted two “coffee w/cops” events since January; one at the Somali Star Restaurant and one at the Goodness Coffee Shop.
- Officer Schaeftbauer will be back from National Guard basic training at the end of April and back on patrol in May. Officer Liebl will be returning from deployment sometime in May and back on patrol at the beginning of June.

- Officers Haycraft and Vearrier have completed their field training and are on the regular patrol schedule. Their badge pinning ceremony will be Friday, April 7th, from 2:00 to 3:00 p.m., at the Emergency Operations Center.
- On Monday, April 10th, the Police Department is participating in a “battle of the badges” blood drive with the Kandiyohi County Sheriff’s Office, Willmar Fire Department, Willmar Ambulance and the Kandiyohi County Rescue Squad.
- Detective Kris Kolstad will be retiring May 31, 2017; his last working day will be May 5th. Therefore, letters of interest are being accepted for a detective position to fill Kolstad’s spot. Officer Jason Hay has been assigned to the Gang Enforcement Team; however, that assignment won’t begin until May when Officer Schaeftbauer is back from basic training.

There being no further business, a motion to adjourn was made by Commissioner Kubesh, seconded by Commissioner Akerson. The meeting was adjourned at 8:09 a.m.

Secretary Mike Kubesh
by Sue Edwards