

MINUTES  
WILLMAR POLICE COMMISSION  
Thursday, May 24, 2018

A meeting of the Willmar Police Civil Service Commission was held on Thursday, May 24, 2018, at the Law Enforcement Center in Willmar.

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

The meeting was called to order by President Anfinson at 8:58 a.m.

A motion was made by Commissioner Kubesh, seconded by Commissioner Schulstad, to approve the February 5, 2018 minutes as submitted. **Motion carried.**

Discussion on future police officer openings within the Police Department. Chief Felt informed the Commission that Officer Tony LaPatka had submitted his letter of resignation and will be retiring on June 30, 2018. He explained that another officer has been out on medical leave since April and there may be a potential for a medical retirement in the future. The Chief advised the Commission that he had received authorization from the City Administer to fill upcoming vacant positions.

The Commission then went over the current eligibility register and Chief Felt explained which candidates were still available for hire. Discussion followed on the possibility of bridging the position with current Community Service Officers as they are already City employees. The Chief explained that the Police Department currently has six CSOs, and four are attending the eight-week Skills Program in Alexandria, after which they would be eligible for hire. He said all six had taken the written test that is used for hiring police officers.

Commissioner Schulstad made a motion, seconded by Commissioner Anfinson, to begin the process of hiring two police officers, using both the current eligibility list and the current Community Service Officers list, and to send out background packets to the top four candidates. **Motion carried.**

Chief Felt informed the Commissioners that Sgt. Dan Erickson had also submitted his letter of resignation and will be retiring on August 31, 2018. He also explained that the school district is working on a three-year contract for a ¾ time School Resource Officer position, which was added when Lakeland Elementary School opened. The Chief had received authorization to add an additional police officer position to his 2019 budget for the additional SRO position.

Miscellaneous

Chief Felt updated the Commission on the following:

- K9 Major is in his last two weeks of patrol dog training, which consists of suspect apprehension, tracking, etc. He has completed the narcotics training and has been certified in narcotics detection.
- The Paynesville Police Department is getting a K9 unit and will be purchasing the Willmar PD old canine vehicle once the new one is up-fitted for K9 Major.
- The three newest Community Service Officers are Noah Maschino, Ethan Schwinghammer and Joshua Cavaness.
- Officer Alex Anderson is again planning a Community Day at Robbins Island which will be held August 18<sup>th</sup>, from 2:00 to 6:00 p.m.
- The People on Watch (POW) program has been discontinued due to lack of interest in the past few years. Their last meeting was held on May 23, 2018. It will be replaced with the Community Emergency Response Team (CERT) program, which is through FEMA and consists of training for disaster emergencies. Training will begin in September or October for the first group (any interested POW members and an amateur radio group). It will then be opened up to the public sometime in 2019.

There being no further business, a motion to adjourn was made by Commissioner Kubesh, seconded by Commissioner Schulstad. The meeting was adjourned at 9:46 a.m.

Secretary Earline Schulstad  
by Sue Edwards