

MINUTES  
WILLMAR POLICE COMMISSION  
Monday, February 4, 2019

The annual mandatory meeting of the Willmar Police Civil Service Commission was held on Monday, February 4, 2019, at the Law Enforcement Center in Willmar.

Present were Police Civil Service Commission members Earline Schulstad and Mike Kubesh. Police Chief Jim Felt and Administrative Assistant Sue Edwards were also present. Absent was Commissioner Dennis Anfinson.

The meeting was called to order by Vice President Kubesh at 10:30 a.m.

A motion was made by Commissioner Kubesh, seconded by Commissioner Schulstad, to approve the October 26, 2018 minutes as submitted. **Motion carried.**

Election of officers was held, with the positions rotating as follows: President – Mike Kubesh; Vice President – Earline Schulstad; and Secretary – Dennis Anfinson. A motion was made by Commissioner Kubesh, seconded by Commissioner Schulstad, to approve the elections as stated. **Motion carried**

Commissioners reviewed the Police Commission Rules & Regulations. A motion was made by Commissioner Kubesh, seconded by Commissioner Schulstad, that the Rules & Regulations remain as stated, with no changes recommended at this time. **Motion carried.**

Chief Felt informed the Commission that as part of some adjustments he had to make to the budget this year, the hiring process for new officers was pushed back a bit. The deadline for accepting applications for police officers was January 30, 2019. We received 21 applications and the written exam will be held on February 21<sup>st</sup> and February 23<sup>rd</sup>, with the applicants choosing to attend either one of the dates. The Commission will meet again when the written test results are returned (tentatively the beginning of March) to establish cut-off scores and set dates for interviews. Hoping to get one officer hired by the end of April to replace Officer Wosmek, and then hiring the additional officer sometime in July.

#### Miscellaneous

Chief Felt updated the Commission on the following:

- The City Council voted to take away the Early Retirement insurance Program as of July 1, 2019, which had been in place for many years. The police department may have more officers retiring because of this change. Employees who wish to participate, need to submit notice of retirement letters by March 31, 2019.
- Once the School Resource Officers are on the road this summer, the department will again be offering an opportunity for a job shadow position with

the CEE-VI Task Force. This has been offered in the past and officers felt it was very valuable for officer development in the narcotics area. There is also the possibility of having an officer work with the Gang Unit on Human Trafficking cases.

- Officer Kelsey Lloyd and Officer Joe Schaeftbauer have completed the Field Training Program and are both out on their own now.
- Captain Anderson will be attending the FBI Academy in Quantico, Virginia from April 1<sup>st</sup> to June 17<sup>th</sup>. He will be cross-training the sergeants on some of his duties before he leaves.
- Axel and Major have both been doing very well. The Chief went over some statistics for the K-9's on deployments, property seizures, searches, agency assists, etc. The dogs are a positive PR tool for the department.

There being no further business, a motion to adjourn was made by Commissioner Schulstad seconded by Commissioner Kubesh. The meeting was adjourned at 10:58 a.m.

Secretary Dennis Anfinson  
by Sue Edwards