

MINUTES
WILLMAR POLICE COMMISSION
Thursday, March 21, 2019

A meeting of the Willmar Police Civil Service Commission was held on Thursday, March 21, 2019, at the Law Enforcement Center in Willmar.

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

The meeting was called to order by President Kubesh at 9:02 a.m.

A motion was made by Commissioner Anfinson, seconded by Commissioner Schulstad, to approve the March 4, 2019 minutes as submitted. **Motion carried.**

Commissioner Kubesh explained that he had participated on the interview panel for the police officer hiring March 18th and 19th, and 17 candidates were interviewed, as one had withdrawn from the process. Chief Felt thanked Commissioner Kubesh for giving his time to help with the interviews.

The Commission was provided with the final results from the entry level police officer testing process, including written test scores, oral interview scores, and preference points given for veterans. Chief Felt explained that there are currently two openings for police officer positions and he would like to hire one candidate immediately.

After discussion, Commissioner Anfinson made a motion, seconded by Commissioner Schulstad, to set the cut-off at 75% on the final scores, establishing the eligibility register by certifying the top 13 names of qualified candidates. **Motion carried.**

Commissioner Schulstad made a motion, seconded by Commissioner Anfinson, to send out backgrounds to the top six candidates, and to continue down the list as needed. **Motion carried.**

Miscellaneous

Chief Felt informed the Commission that two CSOs will be leaving to attend the Skills Program in Alexandria in May, so he would like to hire additional CSOs before that time. He asked if any of the Commission members would be available to assist with the interviews on April 15, 2019; Commissioner Schulstad agreed to help with the interviews.

There being no further business, a motion to adjourn was made by Commissioner Anfinson, seconded by Commissioner Schulstad. The meeting was adjourned at 9:26 a.m.

Secretary Dennis Anfinson
by Sue Edwards