

**Baraboo Area Fire and EMS District Personnel Meeting  
AGENDA**

**Thursday, February 16, 2023, 9:00 am  
135 4th Street, Baraboo, WI**

**Commissioners: Kevin Calkins, Tom Clark, Pamela Roland, Gerrie Schoenoff, Ruth Steinhorst**

**Virtual Attendance**

To accommodate virtual attendance, members of the Commission and/or public may access the open session portion of the meeting via phone/computer by calling (262) 220-7112 Conference ID: 892 664 76# (all numbers and symbol should be entered).

**Call Meeting to Order**

**Note compliance with the Open Meeting Law**

**Roll Call**

**Adoption of Agenda**

**Reports**

**Public Comments**

Members of the public must send written public comments on agenda items to BAFED Administrative Assistant Megan Marshall at [mmarshall@baraboofireandems.com](mailto:mmarshall@baraboofireandems.com). These comments will be distributed to other Commission Members and may be read during the "Public Comments" section of the agenda, if recognized by the presiding officer.

**New Business**

Discussion and possible action regarding the following items:

1. Introductions
2. Election of Officers
  - 2.a President
  - 2.b Secretary
3. Roles and Responsibilities
  - 3.a Baraboo Area Fire and EMS District Intergovernmental Agreement (IGA)
  - 3.b Wisconsin State Statute 62.13
  - 3.c Wisconsin Police and Fire Commission Handbook

3.d Personnel Board Policies

4. Hiring Policy

5. Conflict of Interest - Policy and Disclosures

- Please give the signed copy of the disclosure to Megan at the end of the meeting.

**Commissioner Comments & Future Agenda Items**

- Next meeting date: March 23, 2023 9:00am

**Adjournment**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo Area Fire & EMS District at 135 4th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request. It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may attend the above state meeting to gather information. However, no formal action will be taken by any governmental body at the above state meeting, other than the commission identified in the caption of this notice.