

**JOINT PUBLIC SAFETY & POLICIES & PROCEDURES COMMITTEE MEETING
PAYNESVILLE CITY HALL
MARCH 26, 2013
6:30 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Emergency Management Director Position Interviews (page 2)
 - B. Police Department – Transcription & Records Management – Wegner will give a verbal report.
- IV. OLD BUSINESS
 - A. Election of Officers (page 3)
 - B. Meeting Schedule (page 4)
 - C. Emergency Operations Plan
 - D. Emergency Services Director Position – Update
 - E. Mitigation Plan - Update
- V. INFORMATIONAL
- VI. ADJOURN

Please contact Renee Eckerly at 320-243-3714 ext. 227 or at renee@paynesvillemn.com if you can't attend the meeting.

Members: Jeff Thompson, Bob Liestman, Paul Wegner, Mary Matthews, Donnie Mayer, Harry Thielen, Doris Wendlandt & Renee Eckerly.

This agenda has been prepared to provide information regarding an upcoming meeting of the Public Safety Committee. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Public Safety Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Public Safety Committee

Committee/Council Meeting Date: March 26, 2013

Agenda Section: Consent Agenda

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

The minutes from the July 24, 2012 and January 22, 2013 Public Safety Committee meetings were not completed at the time of the publication of this agenda. Minutes will be emailed out prior to or distributed at the meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the July 24, 2012 and January 22, 2013 Public Safety Committee meetings.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Public Safety Committee

Committee/Council Meeting Date: March 26, 2013

Agenda Section: New Business

Originating Department:

Item Number: III - A

ITEM DESCRIPTION: Emergency Management Director Position Interviews

Prepared by: Staff

COMMENTS:

The City has received two applications for the Emergency Management Director Position. One applicant is scheduled to be interviewed at 6:45 p.m. and the second has not returned the City's phone calls (at the time this agenda was published - Wednesday, March 20, 2013 at 11:25 a.m.).

Applications and interview questions will be distributed at the meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: ~~Public Safety Committee~~

Committee/Council Meeting Date: March 26, 2013

Agenda Section: Old Business

Originating Department:

Item Number: IV - A

ITEM DESCRIPTION: Election of Officers

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.

Nominations for Vice Chair.

Nominations for Secretary.

ADMINISTRATOR COMMENTS:

Current officers are:

Chairperson - Jeff Thompson

Vice Chairperson – Donnie Mayer

Secretary – Renee Eckerly

COMMITTEE/COUNCIL ACTION:

Motion to appoint _____ as Chairperson.

Motion to appoint _____ as Vice Chair.

Motion to appoint _____ as Secretary.

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Public Safety Committee

Committee/Council Meeting Date: March 26, 2013

Agenda Section: Old Business

Originating Department:

Item Number: IV - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Every year each Committee sets their meeting schedule. The Public Safety Committee currently meets the fourth Tuesday of each month at 6:30 p.m.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to set the Public Safety Committee meeting schedule for _____.