



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

June 2, 2015
4:01 p.m.

- 1. Roll Call:** Commissioners Carlson, Kirschling, Ostrowski, Schleih and Wescott

Also Present: Chief Martin Skibba, Chief Bob Finn, Alderperson Tony Patton, Alderperson Mary Kneebone, Alderperson Shaun Morrow, Assistant Chief Jeff Davis, Assistant Chief Joe Gemza, J.B. Moody, Miranda Moody, Mya Moody, Armando Ramon, Carolyn Ramon, Mark Kitowski, Sari Lesk – Stevens Point Journal, Lee Ann Spoon
- 2. People to be heard and announcements**

None.
- 3. Fire Department promotions**

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to promote J. B. Moody to Captain effective June 2, 2015.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson to promote Armando Ramon to Lieutenant effective June 2, 2015.

Ayes, all; nays, none. Motion carried.

Commissioner Kirschling moved, seconded by Commissioner Carlson, to promote Mark Kitowski to Motor Pump Operator effective June 2, 2015.

Ayes, all; nays, none. Motion carried.
- 4. Discussion of Administrative PFC Procedure Section 3.01, Original Appointment – Police and Fire Chiefs**

Commissioner Schleih has discussed proposed changes with City Attorney Beveridge. The proposed changes will be presented and discussed at the PFC meeting of June 16, 2015.

5. Review of Police Chief's job description and timeline for hiring process

The job description was reviewed and discussed. Any sections of the job description which reference the position of Administrative Director will be removed.

The tentative timeline for the Police Chief hiring process is as follows:

June:

Finalize applicant packets and advertising plan

July and August:

Advertise and accept applications

September:

Review and narrow applicants' pool

October:

Interview finalists and hire a new chief

6. Donation to Police Department from Central Wisconsin Model Railroaders LTD

Commissioner Schleihs moved, seconded by Commissioner Wescott, to accept a donation of \$150.00 from Central Wisconsin Model Railroaders LTD to be used for the Police Auxiliary Unit.

Ayes, all; nays, none. Motion carried.

7. Consent Agenda

- a. Minutes
- b. Monthly Bills
- c. Fire Chief Finn reported:
 - Firefighter Award: Firefighter/Paramedic Shane Westphal received the Rookie of the Year award from the Boy Scouts at their Mushkodany District Awards Banquet dinner. FF/PM Westphal accepted the award on behalf of the Stevens Point Fire Department Explorer Program. Westphal was recognized for the hard work and dedication he and other members of the SPFD have shown in getting the Explorer Program started.
 - UWSP Fire Crew Training: The SPFD held a joint training session with the UWSP Fire Crew at Bukolt Park. The training consisted of a simulated fire on an island and personnel trained on how to get fire equipment out to the island with the use of the SPFD boat. The members of the UWSP Fire Crew learned the operations of the SPFD boat and SPFD personnel learned the operations of portable equipment and wild land firefighting.
 - Fire Training on Portage Street: The Department concluded their training utilizing the vacant houses on Portage Street. The training consisted of: ground ladder operations, ventilation techniques (both vertical and horizontal), advancement of hose lines, breaching walls, and overhaul techniques.

- UWSP Confined Space Training: The Department went to UWSP to give a refresher class to their employees on confined space operations. This training consisted of going over UWSP and SPFD procedures for entering a confined space. Also, a brief overview was given of the SPFD confined space equipment and its use.
- METRO training: The Department hosted METRO training at the CN Railroad Yard off of Monroe Street. The training consisted of operations of a railroad engine, railroad cars, and how to safely operate on CN Railroad equipment and in their railroad yard.

d. EMS Report:

- EMS Week: We celebrated EMS Week from May 17th through May 23rd. This year the theme was "EMS Strong".
- May is Suicide Prevention and Mental Health Awareness. To show our continued support, SPFD members wore green lapel pins on our uniforms for the month in support of Mental Health Awareness Month.
- Hands Only CPR. SPFD members taught two different "Hands only CPR/AED training" in the month of May; one at Associated Bank for nine employees and the other at SMIC Insurance Agency for twelve employees.
- Award: The Stevens Point Fire Department/Portage County Ambulance achieved the 2015 Mission: Lifeline EMS Silver Level Recognition Award.

Rapid Response Vehicle:

There was a potential of 59 runs in May.

1. Cancelled En Route:	11 times
2. Lieutenant Not Available	3 times
3. Staffing Not Allowed	0 times
4. RRU Not Available	0 times
5. RRU Responded	45 times

Simultaneous Ambulance Requests:

Total number of Ambulance Requests in May: 333

2 Ambulances out:	72 (21.6%)
3 Ambulances out:	19 (5.7%)
4 Ambulances out:	1 (.30%)
5 Ambulances out:	0

e. Police Chief Marty Skibba reported:

- May 4th Sergeant Piotrowski appointed to Community Resource position, filling vacancy made by Sergeant Tony Babi's appointment to Interim Administrative Division Assistant Chief.
- May 6th Interim Chief participated in "Homeless in Stevens Point" forum with Salvation Army and UWSP.
- May 6th Auxiliary assisted with Take a Step 5K participant and traffic control.
- May 9th Auxiliary assisted with security at Cultural Festival.

- May 11th Interim Assistant Chief Babl met with UWSP representative to discuss off campus initiatives UWSP may assist in to better deal with student/resident issues within our community.
- May 16th Auxiliary assisted with Safety Day at Mark Motors.
- May 16th four officers were provided for UWSP graduation ceremony security.
- May 18th two new officers sworn in (Austin Lee and Kris Marchel)
- May 28th three new auxiliary officers sworn in (Collin Bablitch, Mallori Piotrowski and Jacob Bean)
- June will see police involvement in Special Olympics, on-going discussions of the building facility study and River front Rendezvous planning.

Commissioner Wescott moved, seconded by Commissioner Carlson, to accept the consent agenda items.

Ayes, all; nays, none. Motion carried.

8. Adjournment

The meeting adjourned at 4:58 p.m.