



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Gary Wescott
President
(715) 346-1508

December 1, 2015
4:00 p.m.

- 1. Roll Call:** Commissioners Carlson, Moore, Ostrowski, and Wescott
Commissioner Kirschling, excused

Also Present: Fire Chief Finn, Interim Police Chief Skibba, Alderperson Patton,
Brandi – Stevens Point City Times, RB Supervisor Spoon

2. People to be heard and announcement

President Wescott reported the EMS contract was not listed as an agenda item because there were no operational changes so formal approval by the commission was not required. The contract has been approved by the City Council.

3. Commission President Appointments of PFC liaison to the Fire Chief, Police Department and EMS advisory council

President Wescott made the following appointments:

- Ron Carlson is appointed PFC liaison to the Fire Department
- Bob Ostrowski is appointed PFC liaison to the Police Department
- Ron Carlson is appointed to the EMS advisory council

4. Update on Fire Department hiring process (establishing eligibility list)

The Department will wait until May to receive applicant names. Interviews will be conducted by Memorial Day and the plan is to have someone hired by July 1st.

5. Police Chief's Report

Chief Skibba reported:

November:

- November, Space needs meetings
- Emergency needs grant, \$400.00
- November 2, Tavern League meeting
- November 4, November 11, AODA meeting with discussion of future projects
- November 5, UWSP meeting with dean of students, review and discussion of collaborative efforts in conjunction with off campus living
- November 13, Trigs, Red Kettle campaign kick-off attended by officers
- November 19, North Central Chiefs of Police Association meeting
- November 20, Stevens Point holiday parade assisted by Auxiliary and attended by 10 police officers and families with float (donut decorations).

December:

- December promotional process for Assistant Chief, Sergeant and Corporal positions
- December 2, Police Chief oath at 4:00 p.m. at PD with possible Assistant Chief oath to follow
- December 3, Guns N' Hoses fundraising event
- December 5, Red Kettle Safety fundraising challenge. PD at Trig's.
- December 5, YMCA Frostbite run, assisted by Auxiliary
- December 8, Recognition banquet
- December 17, North Central Chiefs of Police Association meeting
- December 19, Shop with a Cop

Commissioner Wescott moved, seconded by Commissioner Carlson, to accept the police chief's report.

Ayes, all; nays, none. Motion carried.

6. Fire Chief's report/EMS report

Chief Finn reported:

- SPFD members walked through the new Boys and Girl Club, 941 Michigan Avenue.
- The on-duty crew participated in the UWSP Health & Wellness Fair.
- SPFD personnel and explorer scouts went to Plover PD Tach House for RTF training with citizen's academy.
- Crews prepared pre-fire plans; measured buildings then drew diagrams with a computer program.
- AC Davis, Captains Baganz and Zvara went to the National Fire Academy class on Incident Safety Officer at MSTC in Wisconsin Rapids from 0800 – 1700.
- Fire safety talk with Copper Leaf Management on CBRF fire safety and exiting drills in their facilities.
- Completed N95 and SCBA fit testing.
- Fire at 281 Washington – person started his clothes on fire. He was transported to the burn center and later died from his injuries.
- Metro fire calls:
 - 4821 Still Meadow Drive, Plover
 - 3221 Patti Drive, Plover
 - 401 Hawthorne Drive, Plover
 - 301 Bliss Avenue, Stevens Point, false alarm
 - 3535 Jefferson Street, Stevens Point, Worzalla Publishing
- Chief Finn, AC Davis and Captain Baganz met with Sentry Theater manager for demonstration of flash bang (pyrotechnics) for Nutcracker play.
- Captain Moody to St. Michael's Hospital for fire inspection of the new ER, with representatives from Ellis Stone and DHS. Reviewed Phase 2 of the construction plans also.
- Training:
 - Excel Fitness, Topic: Fad Dieting
 - James Rowan Leadership training
 - Biannual driver training; over the road course
 - On-line training: Flammable Liquid Fires and Foam Applications
 - Tony Robbins Leadership training
- Participated in the holiday parade.

- Instructed Cub Scouts in First Aid and AED training.
- Remodeling. Personnel dry walled and taped the old dark room to transform it into a report writing office.
- Captain Baganz participated in a conference call on mapping software.
- Evaluations: New crew evaluations occurred throughout the month. All due by December 1st. They were turned in to AC Davis. AC Gemza and Davis completed the evaluations for Captains. Management Team evaluations also completed.

EMS Report:

- State of Wisconsin Patient Tracking: The SPFD will be participating in the Wisconsin Healthcare Emergency Preparedness Patient Tracking Pilot Program. The name of the tracking system is called EMTrack. Captain Jodi Baganz, Captain Dennis Zvara and AC Gemza are learning the system and then will train the rest of the Department.
- Boy Scouts Pack 265 First Aid training: Lt. Mattlin taught 8 cub scouts from Pack 265 Basic First Aid and Hands Only CPR.
- Rapid Response vehicle: There was a potential of 36 runs in November:
 - Cancelled en route: 3 times
 - Lieutenant not available: 6 times
 - Staffing not allowed: 2 times
 - RRU not available: 2 times
 - RRU responded: 23 times
- Simultaneous ambulance requests:
Total number of ambulance requests in November: 315
 - 2 ambulances out 72 (22.9%)
 - 3 ambulances out 5 (1.6%)
 - 4 ambulances out 1 (0.3%)
 - 5 ambulances out 0

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the fire chief's report.

Ayes, all; nays, none. Motion carried.

7. Approval of Minutes

The November minutes will be approved at the December 7, 2015 commission meeting.

8. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Ostrowski to accept the confirmation of bills.

Ayes, all; nays, none. Motion carried.

9. **Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statute Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] and Wisconsin Statute Section 19.85 (1) (d) [except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1)(em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention], and Wisconsin Statute Section 19.85 (1) (e) [deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for the following:**
- a. **Police Officer applicant interview**
 - b. **Assistant Chief interview – Police Department**
 - c. **Update on Fire Department bargaining with Local IAFF 484**
 - d. **Annual evaluations of Police and Fire Chiefs**
 - e. **Capital improvements to PD facilities for the purposes of maintaining evidence security, witness/informant confidentiality and personnel security**

Commissioner Carlson moved, seconded by Commissioner Moore, to adjourn into closed session.

Ayes: Carlson, Moore, Ostrowski and Wescott
Nays, none. Motion carried.

10. Reconvene into open session for possible action

Commissioner Moore moved, seconded by Commissioner Wescott, to reconvene into open session for possible action.

Ayes: Carlson, Moore, Ostrowski and Wescott
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to extend a conditional offer of employment to Jeremiah Ballew upon the successful completion of all hiring protocols and testing.

Ayes: Carlson, Moore, Ostrowski and Wescott
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve and affirm the decision of the Chief of Police to permanently appoint Tony Babl as Assistant Chief. Commissioner Wescott also recommends Chief Skibba confer with the City Attorney to take a look at the amount of time Tony has served in his position as probationary interim assistant chief and, if the City Attorney concurs, apply that time to the six month probationary period.

Ayes: Carlson, Moore, Ostrowski and Wescott
Nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to direct the Chief of Police and his management team pursue the hiring of an architect to finalize the security upgrades to the current Police Department and direct that the money that was allocated in 2016 be spent on upgrades. Commissioner Wescott also requests the Police Department team review other items in the list that could be postponed pending a decision on whether or not the Police Department could move sometime in 2017 or 2018 (replacing carpeting, etc). The county should proceed as soon as possible after the holidays to implement security upgrades.

Ayes: Carlson, Moore, Ostrowski and Wescott
Nays, none. Motion carried.

11. Adjournment

The meeting adjourned at 5:40 p.m.