



## Police and Fire Commission

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481

Gary Wescott  
President  
(715) 346-1508

July 12, 2016  
4:00 p.m.

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

**Also Present:** Fire Chief Finn, Police Chief Skibba, Alderperson Kneebone, Assistant Chief Davis, Assistant Chief Zenner, Sergeant Bob Kussow, Corporal John Moss, FF/Paramedic Pettis, Comptroller Corey Ladick, Ryan Monaghan, Jake Laack, Brandi – Stevens Point City Times, Lee Ann Spoon – Records Bureau Supervisor

- 2. People to be heard and announcements**

Alderperson Kneebone thanked the Police Department for their service to the community.

- 3. Process/procedures for reporting personnel policies to the PFC for review**

President Wescott is asking that city policies that affect sworn personnel be sent to the PFC for review as per state statute the PFC is the personnel committee for sworn officers. Gary is suggesting policies get sent to the PFC when they are sent to the alderpersons for review.

- 4. Discussion of 2017 operational budgets**

Operational budgets will be distributed from the Treasurer's office approximately August 1st and will be due back at the end of August.

- 5. Discussion of 2017 capital budget requests**

A draft copy of the 2017 capital budget was distributed. The Commission was asked to review the draft and forward any comments to the chiefs by the end of July.

This will appear on the August 2<sup>nd</sup> meeting agenda.

## 6. **Police Chief's Report**

Chief Skibba reported:

June:

- Assistant Chief Babl applied for and received a grant to supply each officer with a tourniquet.
- City Space Needs meetings, attended by Chief Skibba (June 14<sup>th</sup> and June 28<sup>th</sup>)
- Sergeants' promotion process completed for upcoming vacancies.
- June 3, last day of the regular school year.
- June 3 – 4, Pointer Gold full scale training exercise with PD participation.
- June 4, Walk Wisconsin Green Circle Trail, assisted by Auxiliary.
- June 4, Cops and Bobbers at Bukolt Park, 8A-12P, assisted by Auxiliary and off duty officers.
- June 9 – 11, Special Olympics Torch Run/Bike Ride.
- June 12, Stevens Point Air Show, Stevens Point Municipal Airport, 8A-4P, assisted by Auxiliary and sworn personnel.
- June 13, summer school begins at McKinley, Jefferson and Madison Elementary.
- June 19 – 21, WIPEG Conference attended by Chief Skibba, Succession Planning and Leadership.

July:

- July 1 – 3, Riverfront Rendezvous assisted by Auxiliary and sworn personnel.
- July 3, fourth of July parade, assisted by Auxiliary.
- July 15 – 16, Discover Downtown assisted by Auxiliary.
- July 28, (NCCPA) North Central Chiefs of Police Association meeting, hosted by Stevens Point PD.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the Police Chief's report for June 2016.

Ayes, all; nays, none. Motion carried.

## 7. **Fire Chief's report/EMS report**

Chief Finn reported:

- Attended dream flight. Ageless aviation gave nine veterans airplane rides in a 1941 Stearman Biplane. We assisted the pilot in getting vets in and out of the plane. Displayed American Flag off front of L-3 at Stevens Point Airport.
- Attended Special Olympics opening ceremonies and lifted American Flag with P-2 during the National Anthem.
- Standby at Stevens Point air show and lifted American Flag at opening ceremonies.
- New large diameter electric hose roller purchased with capital funds.
- Emergency vehicle display at Walk Wisconsin at Pfiffner Park.
- Escorted SPASH girls state softball champions into city.
- Crews met with Miron Construction at site of the new UWSP science building.
- Fire Department safety meeting discussed CVMIC Insurance recommendations to make fire stations safer.
- Ladder testing done on all ground ladders and aerial tested on P-2.
- Explorers Scout meeting held at Johnson Towing and participated in vehicle extrication training.
- Metro fire calls: (5), Total fire calls (43).
- Training: Stihl chainsaw representative provided a two hour maintenance and safety talk; UWSP Pointer Gold Haz-Mat and Mass Casualty two day drill; Fire Investigation (three day conference at the Holiday Inn); live house burn at 245

Green Avenue North (24 personnel attended). We had several different live burn sets and all personnel rotated positions throughout the day. Then we burned the house down at the end of the day. Total training hours: 74.5.

- Public Education: Crime Lab Camp. Captain Baganz taught 13 junior high students about fire investigation; Community Safety Net provided us with 425 fire safety books for distribution, which includes extra 125 books due to a donation of \$1,500 from Canadian National; Senior Safety Talk; P-2 and M-2 Standby at Adventure 212 for kids' obstacle course.
- Fire Inspections: tent inspections for fireworks display and Riverfront. Total inspections: 102.

**EMS Activities Report:**

- Pointer Gold Haz Mat Exercise: We participated in the Pointer Gold Haz Mat exercise at UWSP. Our goal for this exercise was to work in Incident Command System and provide effective patient accountability with a mass casualty situation.
- Special Olympics: We participated once again in the open ceremonies for Special Olympics.
- UWSP Science Building site review: Miron Construction contacted us about incident preplanning at the new UWSP Science Building construction site during different phases of construction. Once a month each crew will do a walk-through of the site to identify any new hazards or access issues that may arise in the event of an emergency.
- Automatic External Defibrillator Donation: SPFD received a new Automatic External Defibrillator (AED) from AED Superstore to donate to the community for our participation in the CPR challenge. The AED was presented to St. Michael's Foundation CAST fund to be distributed within the community.
- Rapid Response Vehicle: There was a potential of 49 runs in June.
  1. Cancelled en Route: 5 times
  2. Lieutenant not available: 2 times
  3. Staffing not allowed: 0 times
  4. RRU not available: 0 times
  5. RRU responded: 42 times
- Simultaneous Ambulance Requests:  
Total number of ambulance requests in June: 354

2 ambulances out:	69	(24.7%)
3 ambulances out:	11	(2.7%)
4 ambulances out:	1	(.28%)
5 ambulances out:	0	

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the Police Chief's report for June 2016.

Ayes, all; nays, none. Motion carried.

**8. Approval of Minutes**

Commissioner Carlson moved, seconded by Commissioner Moore, to approve the minutes of the June 7, 2016 meeting.

Ayes, all; nays, none. Motion carried.

**9. Confirmation of Bills**

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the confirmation of the June 2016 bills.

Ayes, all; nays, none. Motion carried.

**10. Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin State 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] for the following:**

- (a) Probationary Police Sergeant Interview**
- (b) Probationary firefighter/paramedic interview**
- (c) Probationary firefighter/paramedic applicant interview**

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

Ayes, all; nays, none. Motion carried.

**11. Reconvene into open session (approximately 5:15 p.m.) for possible action on Agenda Items 10(a), 10(b) and 10(c).**

Commissioner Kirschling moved, seconded by Commissioner Moore, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve John Moss to the rank of probationary police sergeant effective July 13, 2016.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve Jake Laack to regular status upon the successful completion of his probationary period on August 3, 2016.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to make a conditional offer of employment to Ryan Monaghan upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

**12. Adjournment**

The meeting adjourned at 5:37 p.m.