



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Gary Wescott
President
(715) 346-1508

October 4, 2016
4:00 p.m.

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

Also Present: Police Chief Skibba, Fire Chief Finn, Assistant Chief Joe Gemza, Alderperson Mary Kneebone, Brandi – Stevens Point City Times, Mel Plummer, Ashley Hansen, Lee Ann Spoon – Records Bureau Supervisor

- 2. People to be heard and announcements**

Alderperson Mary Kneebone thanked Chiefs Skibba and Finn for the topics shared on their face book accounts as she shares this information with the community.

- 3. Annual performance evaluations of the Police and Fire Chiefs**

The evaluation process for police and fire chiefs is as follows:

- Step 1: Chief Finn and Chief Skibba initiate a self evaluation.
- Step 2: Chiefs meet with appropriate liaison for self evaluation.
- Step 3: Bring the self evaluations to the commission at their December 6th meeting for finalization.
- Step 4: The liaisons who conduct the evaluations will not participate in the vote.

- 4. Police Chief's Report**

Chief Skibba reported:

September:

- SPASH and Pacelli football games, assisted by Auxiliary
- September 1, First day of school and move in day for UWSP freshmen
- September 3, Justice Works ½ marathon
- September 3-4, Jazz Fest at Piffner
- September 4, Move in for the rest of UWSP
- September 7, Citizens Academy starts
- September 7, Homicide Investigations Conference, Holiday Inn
- September 9-11, Pacelli Panacea
- September 10, Walk for Hope, Spud Bowl and associated 5K, assisted by Auxiliary
- September 10-11, Gus Macker, assisted by Auxiliary
- September 17, Harvest Fest, Art in the Park, Pointober Fest and associated 5K, assisted by Auxiliary and Contractual officers

- September 17-18, Dozynki, Moose Lodge
- September 24, Run From the Cops and the Alzheimer's Walk

October:

- Sergeant Rottier to present "Good Neighbor" policy at several UWSP meetings
- October 1, Juvenile Diabetes Walk at Pfiffner Park, assisted by contractual officer
- October 5, Cancer Awareness, UWSP on Fourth Avenue from 10A-2P
- October 7, Pacelli Homecoming Parade
- October 15, UWSP Homecoming Parade, assisted by contractual officers at Partners
- October 22, PODS Midnight Run, Jackson School
- October 29, Downtown Trick or Treat
- October 31, Halloween Community Trick or Treat, assisted by Auxiliary

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

Ayes, all; nays, none. Motion carried.

5. Update on EMS Oversight decision

At the September 15th Portage County EMS Oversight boarding meeting a motion was made requesting the Tech Team explore the possibility of putting an ambulance in Plover. The Tech Team has scheduled a meeting for October 13th at 11:00 a.m. for discussion.

6. Fire Chief's report/EMS report

Chief Finn reported:

- The Captain's and Lieutenant's promotional exam material was posted at both stations. Letters of intent and resumes must be submitted to the Chief by October 3rd. The written test is scheduled for November 7th and 8th at Mid-State.
- Prep work continues for our ISO evaluation on October 11th. We have met with the Water Department and the Communication Center for statistics and maintenance reports. We are close to completing our PIP's, ladder and pump test data and vehicle inventories.
- Our cascade SCBA air supply filters and air certification test are completed.
- Crews visited the new UWSP Science building construction.
- Prep work continues on our controlled burn structure at 1917 Cypress Street. Trees were trimmed, pallets and hay were brought in to start burn within rooms, obtained the DNR permit and razing permit from the Inspection Department, instructors worked on burn plans and WPS cut power on the 26th. The two neighboring houses will also have power shut off during the burn due to proximity of the overhead supply line. September 28th was the burn date.
- Explorer Scout meeting took place at Station 1. They reviewed fire investigation procedures.
- Through the Guns and Hoses event, an action track chair was donated. Captain Moody was instrumental in taking twelve veterans on a pheasant hunt, utilizing the track chair.
- P-2 has had electrical failures to the aerial ladder on three occasions. Red Power has not been able to diagnose the problem yet, but P-2 is scheduled for its yearly maintenance soon. The city garage replaced the turbo charger and water pump on September 26th.

- E-3 had an exhaust leak that caused personnel inside the cab to feel sick. A close call form was filled out and the city garage repaired the leak.
- Metro fire calls: 3; total fire calls: 86.
- Training: Trench Rescue Trailer review, Hose line Deployment, Class B foam application, EVOC driver training for all three crews at the Stevens Point Airport and Controlled House burn at 1917 Cypress Street.
- Metro Training: 325 Hoover Avenue, Aerial Ops, Denver Drills, Wall Breaches and roof ventilation. Total training hours: 108.
- Fire inspections: Witnessed hydro test at the Cold Storage Facility new addition on EM Copps Drive; drawing and collecting data on PIP's; tent inspections for Gus Macker and Fall Festival events. Total inspections: 144.
- Public Education:
 - Assistant Chiefs Davis and Gemza were at the Aging and Disability Resource Center. We signed up seven elderly people for our free 10 year battery life smoke detectors and installed them.
 - Channel 7 interviewed five of our members for the remembrance of the 911 attacks, where they were, or if they were deployed afterwards.
 - UWSP students helped out with washing and waxing the fire apparatus for labor of love day on Saturday, September 3rd.
 - During the UWSP Student welcoming night, we dropped 1,500 glow balls from our platform that had prizes in them.
 - Emergency Management was here for our MABAS photo IDs for all personnel.
 - The Citizens Academy here for their first visit of the SPFD. We showed them our apparatus, rescue equipment, ropes, confined space, and a ride in the aerial platform overlooking the city.
 - After the trailer house fire at 1430 Torun Road, we went door to door requesting to install our 10 year life smoke detectors. We now have 38 installs to do.
 - Fire Prevention Week is coming October 9 – 15. Teachers and students are coming weekly for our friendly firefighter program and station tour.
 - Met with Craig Gerlach, School Superintendent, about meeting with teachers to get more fire safety programs into schools. We sent him the down loads from the NFPA apps, and he will review and get teacher feedback.

EMS Activities Report:

- Portage County EMS Awards Banquet: Stevens Point Fire/EMS hosted the 2016 Portage County EMS Association Awards Banquet on September 22nd at the Elks. SPFD personnel who received awards: Years of service: Shane Westphal, 5 years; David Briggs, 10 years; Larry Pingel, Joe Gemza and Ron Heibler, 20 years; Art Dahms, 25 years. Outstanding Service Award for their hard work and support of EMS in Portage County, along with all the help making the EMS banquet possible, was awarded to Local 484 Charitable Foundation.
- Emergency Vehicle Operations Course: The Stevens Point Fire Department line personnel completed our yearly Emergency Vehicle Operations Course (EVOC). The course was designed for Fire and EMS apparatus. "A" crew won the driving course this year.
- Rapids Response Vehicle: There were a total of 67 runs in September.

1.	Cancelled en route:	7 times
2.	Lieutenant not available:	2 times
3.	Staffing not allowed:	0 times
4.	RRU not available:	0 times

5. RRU responded: 58 times

Simultaneous Ambulance Requests: Total number of ambulance requests in September: 377.

2 ambulances out:	73 (19.3%)
3 ambulances out:	17 (4.5%)
4 ambulances out:	2 (.53%)
5 ambulances out	0

Commissioner Moore moved, seconded by Commissioner Ostrowski, to approve the Fire Chief's report for September 2016.

Ayes, all; nays, none. Motion carried.

7. Discussion of 2017 Police and Fire Operational Budgets

Commissioner Wescott moved, seconded by Commissioner Kirschling, to move approval of the 2017 Police Department and Fire Department operating budgets as presented to the Police and Fire Commission.

Ayes, all; nays, none. Motion carried.

8. Approval of Minutes

Commissioner Carlson moved, seconded by Commissioner Moore, to approve the minutes of the September 6, 2016 and September 8, 2016 meetings.

Ayes, all; nays, none. Motion carried.

9. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve the confirmation of the September 2016 bills.

Ayes, all; nays, none. Motion carried.

10. 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] for police officer applicant interviews (2)

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

Ayes: Carlson, Kirschling, Moore, Ostrowski, Wescott
Nays: None. Motion carried.

Commissioner Kirschling left the meeting at 5:10 p.m.

11. Reconvene into open session for possible action

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

Ayes: Carlson, Moore, Ostrowski, Wescott
Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve filling the two police officer positions in November of 2016 contingent upon Chief Skibba receiving letters of retirement from at least two of the retiring officers.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, contingent upon receiving a letter of retirement, to extend a conditional offer of employment to Ashley Hansen upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, contingent upon receiving a letter of retirement, to extend a conditional offer of employment to Mel Plummer upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 5:48 p.m.