



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

February 1, 2011
4:34 p.m.

- 1. Roll Call:** Commissioners Schleih, Taylor and Wescott
Commissioner Nuck and Nook, excused

Also

Present: Police Chief Kevin Ruder, Fire Chief John Zinda, Assistant Chief Tracey Kujawa; Brian – Stevens Point Journal

- 2. People to be heard and announcements**

None.

- 3. Approval of Minutes**

Commissioner Taylor moved, seconded by Commissioner Wescott, to approve the minutes of the December 30, 2010 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Taylor, to approve the minutes of the January 4, 2011 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Taylor moved, seconded by Commissioner Wescott, to approve the minutes of the January 20, 2011 meeting.

Ayes, all; nays, none. Motion carried.

- 4. Confirmation of Bills**

Commissioner Taylor moved, seconded by Commissioner Wescott, to accept the confirmation of the December Police Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Taylor, to accept the confirmation of the December Fire Department bills.

Ayes, all; nays, none. Motion carried.

5. **Fire Chief's Report**

Chief Zinda reported:

- The 2010 Stevens Point Fire & Annual EMS report was distributed.
- Assistant Chief Robert Finn will attend the 2011 Fire Department Instructor's Conference in Indianapolis, Indiana from March 22 – 25. For 84 years the FDIC has maintained a commitment to "Train the Fire Service." They have hundreds of classroom sessions, intense hands-on training (HOT) evolutions and workshops, and the fire service's largest exhibition, showcasing more than 1,000 companies. No other event in the world provides more serious training.
- An emergency exercise was held at UWSP on January 20, 2011. The agencies involved were UWSP, Stevens Point Fire & EMS, Wausau Fire & Hazmat, Stevens Point Police Department, Marathon County Sheriff Bomb Squad and the 54th Civil Support Team. The objectives of the exercise were to demonstrate the interagency capability to assess the hazards present, evaluate the level of risk to both responders and the public, and develop a plan to address the response.

Commissioner Wescott moved, seconded by Commissioner Taylor, to accept the Fire Chief's report for January, 2011.

Ayes, all; nays, none. Motion carried.

6. **Donation to Safety Cadet Program from UWSP**

Commissioner Taylor moved, seconded by Commissioner Wescott, to accept a donation from UWSP in the amount of \$52.43 for the Safety Cadet Program.

Ayes, all; nays, none. Motion carried.

7. **Police Chief's Report**

Chief Ruder reported:

- The Chief distributed a supervisory organizational structure chart which displays the management structure and duty assignments.
- The Chief distributed a draft copy of an orientation schedule for Director McGinty for the week of February 7 – 11, 2011.
- Hiring process updates:
 - **Dispatcher:** Eight candidates will participate in an interview on February 10, 2011. A conditional offer recommendation will be presented to personnel for follow-up.

Officer: The candidate pool was reduced to twenty-five following the results of the written examination. Interviews are scheduled for February 1 – 3 before an interview panel consisting of an officer, sergeant and assistant chief. The Department remains on schedule to present viable candidates to the Commission on March 1, 2011.

- The promotional process continues for the position of probationary sergeant. On February 15, 2011 sergeants will be assessing the candidates for consideration.

Commissioner Taylor moved, seconded by commissioner Wescott, to approve the Police Chief's report for January, 2011.

Ayes, all; nays, none. Motion carried.

8. EMS report

Assistant Chief Kujawa provided the commission with Stevens Point Fire and EMS Activities Report for December 2010.

Commissioner Wescott moved, seconded by Commissioner Schleihs, to accept the EMS report as presented.

Ayes, all; nays, none. Motion carried.

9. Update and discussion on Director Emergency Incident Response Support Services Staff Liaison – Police and Fire Commission

A draft orientation schedule for Director McGinty for the week of February 7 – 11, 2011 was reviewed. The Commission will maintain contact with Director McGinty throughout the week to answer any questions the Director may have.

10. Adjourn into closed session (approximately 5:45 p.m.) pursuant to Wis. Stats. Ss. 19.85 (1) (b) and (1) (c) for the following:

- a. Considering dismissal, demotion, or discipline of a public employee**
- b. Update on status of Fire Chief Selection process**

Commissioner Taylor moved, seconded by Commissioner Wescott, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

11. Reconvene into open session (approximately 7:00 p.m.) for possible action.

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

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 7:00 p.m.