



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

April 5, 2011
4:31 p.m.

- 1. Roll Call:** Commissioners Bill Nuck, Mary Taylor, Dave Schleih, Gary Wescott
Commissioner Mark Nook, excused

Also

Present:

Chief Kevin Ruder, Director Sally McGinty, Fire Chief John Zinda
Fire Department personnel: Assistant Chief Finn, Charles Skibba,
J.B. Moody, David Briggs, Ron Heibler, Jodi Baganz, Dennis Zvara,
Noah Jacobson, Todd Becken, Tracy Aldrich, Flynn Novak, Joe
Gemza; Miranda Moody

- 2. People to be heard and announcements**

None.

- 3. Adjourn into closed session (approximately 4:35 p.m.) pursuant to Wis. Stats. Ss. 19.85 (1) (c) for the following:**
 - a. Four (4) probationary Fire Department Lieutenant interviews**
 - b. One (1) probationary Motor Pump Operator interview**
 - c. Update on Fire Chief recruitment selection**

Commissioner Gary Wescott moved, seconded by Commissioner Bill Nuck, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

- 4. Reconvene into open session for possible action.**

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

Ayes, all; nays, none. Motion carried.

Commissioner Gary Wescott moved, seconded by Commissioner Mary Taylor, to approve Joseph Gemza to the rank of probationary Lieutenant.

Ayes, all; nays, none. Motion carried.

Commissioner Mary Taylor moved, seconded by Commissioner Bill Nuck, to approve J.B. Moody to the rank of probationary Lieutenant.

Ayes, all; nays, none. Motion carried.

Commissioner Bill Nuck moved, seconded by Commissioner Gary Wescott, to approve Dennis Zvara to the rank of probationary Lieutenant. Ayes, all; nays, none. Motion carried.

Commissioner Gary Wescott moved, seconded by Commissioner Mary Taylor, to approve Tracy Aldrich to the rank of probationary Lieutenant. Ayes, all; nays, none. Motion carried.

Commissioner Mary Taylor moved, seconded by Commissioner Gary Wescott, to approve Ron Heibler to Motor Pump Operator. Ayes, all; nays, none. Motion carried.

5. Approval of Minutes

Commissioner Bill Nuck moved, seconded by Commissioner Dave Schleihs, to approve the minutes of the March 1, 2011 and March 17, 2011 meetings.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Mary Taylor moved, seconded by Commissioner Bill Nuck, to accept the confirmation of the March Police Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Bill Nuck moved, seconded by Commissioner Gary Wescott, to accept the confirmation of the March Fire Department bills.

Ayes, all; nays, none. Motion carried.

7. Discussion, with possible action, request to fill upcoming vacant Fire Department position due to retirement

Commissioner Taylor moved, seconded by Commissioner Wescott, to start the process to hire a replacement pending an anticipated retirement at the Fire Department.

Ayes, all; nays, none. Motion carried.

8. Fire Chief's Report

Chief Zinda reported:

Update on 2011 initiatives:

- Updating the Stevens Point Fire Department Operations manual.
- The transition to the ambulance deployment from the Plover Fire Department and fire/rescue response with METRO is complete.
- The 2011 capital equipment purchases have been identified and quotes are being obtained.
- All purchases for the 2009 Assistance to Firefighters Grant have been made and the grant is being closed out.

- The Lieutenant's promotional written test bank questions and the corresponding assessment center materials have been developed.
- Conversion of the Department to emergency response using mobile data terminals and computer aided dispatch will continue under the new Fire Chief.
- The Chief will assist the new Fire Chief with transition to the department and community.
- The Chief met with personnel on all shifts to assure them that completion of the Department's strategic direction, utilizing the employee survey, is a high priority and will be completed under the direction of the new Fire Chief. The process will actively involve all members of the Department.

Chief Zinda thanked the commission and the city for the opportunities for professional and personal development provided to him over the years. He stated he enjoyed working for the Stevens Point Fire Department and appreciates the support afforded to him during his tenure with the Fire Service.

President Dave Schleihs commended John Zinda for his many years of service with the Fire Department, and most recently for his role as Fire Chief. John should be very proud of the way he led the Department toward the goals set forth by the Commission in their recent strategic direction process. Chief Zinda has continually shown honesty and integrity throughout his career with the Stevens Point Fire Department. The Commission commends John for his many years of hard work in making the Department what it is today.

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

Ayes, all; nays, none. Motion carried.

9. **Police Chief's Report**

Chief Ruder reported:

- On March 28, 2011 the Department's two news officers, Officers Johnson and Hansen, were sworn in as probationary police officers and started their Department Field Training Program. The first two weeks of training will be IT and policy orientation before being assigned to patrol.
- The Department will be conducting in-service training in April for Taser, firearms and arrest tactic refreshers. Presentations from Wisconsin Public Service, Veteran's Administration, and Justice Works will also be conducted.
- In an effort to enhance the professional appearance of our work environment a Department-wide spring clean up will be conducted from now until April 18, 2011.
- Uniform inspections will be conducted in the month of April to assure officer uniforms and equipment is in good working order. The Department will also be exploring issuing the traditional 8 point hat

available for special events such as dignitary presentations, funerals, parades, or other special duty assignments.

- On April 7th the State Joint Committee on Finance will hold a public hearing at the University of Wisconsin-Stevens Point on the Governor's 2011-2013 Biennial budgets. The hearing will be held from 10:00 a.m. to 6:00 p.m. in the Quandt Field house. The Department received a mutual aid request from UWSP Protective Services to assist with this event.

Commissioner Bill Nuck moved, seconded by Commissioner Gary Wescott, to approve the Police Chief's report for March 2011.

Ayes, all; nays, none. Motion carried.

10. EMS Report

No report.

11. Director of Emergency Management Report

Director McGinty reported:

- Two new dispatchers began work. They will be in a training status for the next 12 – 14 weeks. They completed Emergency Medical Dispatch (EMD) training March 21-23. All dispatchers completed ProQA training, which is the computerized version of the cards currently used for EMD. The Director has started developing dispatch SOP's.
- IT: Completed the transition of all stevenspointpd.org e-mail addresses to stevenspoint.com. The Director met with Fire Department management and Police Department management to discuss each department's IT priorities.
- The Director attended the Local Emergency Planning Committee meeting March 17 and the EMS Oversight Board meeting March 24. She also completed CodeRed training March 15, EMD training March 21-23, ProQA training March 30 and AQUA training March 31.

Commissioner Gary Wescott moved, seconded by Commissioner Bill Nuck, to accept the Emergency Management Director's report.

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 6:50 p.m.