



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Sally McGinty, Director of Emergency Management
(715) 346-1517

March 6, 2012
4:32 p.m.

- 1. Roll Call:** Commissioners George Hanson, Joe Kirschling, Dave Schleih and Gary Wescott; Commissioner Mary Taylor, excused

Also

Present: Director Sally McGinty, Mayor Andrew Halverson, Assistant Chief Marty Skibba, Assistant Chief Joe Gemza, Alderperson Mike Wiza, Sergeant Tom Zenner, FF/Paramedic candidate Dayton Budsberg, **Matthew Brown - Portage County Gazette**

- 2. People to be heard and announcements**

Joe Kirschling was welcomed as a new police and fire commissioner.

Mayor Halverson took a few minutes to thank all police and fire personnel for the excellent job in the search and recovery of UWSP student Eric Duffey.

- 3. Adjourn into closed session (approximately 4:35 p.m.) pursuant to Wisconsin Statutes 19.85 (1) (c) for the following:**

- a. Firefighter/Paramedic candidate interview(s)**
- b. Sergeant interview - Police Department (completion of probation)**

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

Ayes, all; nays, none. Motion carried.

4. Reconvene into open session for possible action

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

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Hanson, to approve Sergeant Zenner to regular status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

Commissioner Schleihs moved, seconded by Commissioner Hanson, to approve hiring Dayton Budsberg as probationary Firefighter/Paramedic contingent upon the successful completion of all hiring protocols and testing.

Ayes, all, nays, none. Motion carried.

5. Approval of minutes

Commissioner Hanson moved, seconded by Commissioner Wescott, to approve the minutes of the February 7, 2012 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Hanson moved, seconded by Commissioner Schleihs, to approve the minutes of the February 23, 2012 meeting.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Hanson, to accept the confirmation of the February 2012 Fire Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling, to accept the confirmation of the February 2012 Police Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Hanson moved, seconded by Commissioner Schleihs, to accept the confirmation of the February 2012 Emergency Management bills.

Ayes, all; nays, none. Motion carried.

7. Police and Fire Commission Administrative Procedures

Director McGinty reviewed the 2009 revisions and made appropriate changes. The Administrative Procedures will be reviewed at a special meeting sometime in March.

8. Police and Fire Commission Strategic Direction

The strategic plan will be reviewed prior to the start of the 2013 budget process.

9. 2012 Public Safety Budgets

This item was tabled for discussion at a future meeting.

10. Discussion of FTO program for Fire Department

Commissioner Wescott moved, seconded by Commissioner Schleihs, to authorize the Fire Department to take the next step to continue to move forward by talking to the union about an FTO program. The FD will continue to explore and develop the FTO program.

Ayes, all; nays, none. Motion carried.

11. Director of Emergency Management report

Director McGinty reported:

- Phase 2 of the Consolidated Dispatch Study was delayed due to the contractor. The project will now begin on 14 March with an orientation meeting for the Technical Working Group. The consultant will observe in the City Dispatch Center and meet with City management and stakeholders on 15 March. The project is still slated for completion by 18 June 2012.
- The Portage County All Hazards Mitigation Planning Work Group has met several times over the last few months. County Planning and County Emergency Management staffs have met with all municipalities to review and identify municipality-specific hazards. The draft revised Portage County Hazard Mitigation Plan will be sent to all municipalities for review and comment. The draft revised plan will be updated to incorporate feedback and the Work Group will meet in late April or early May to formally recommend the plan for approval.

- VisionAir representatives visited on 07-08 Feb to demonstrate their public safety software suite. The product encompasses all the functionality of our current software plus it has added features, and it provides for better data exchange and interoperability with the County. We are currently discussing pricing with VisionAir.
- On 15 February I spoke at the Noon Optimists Club on emergency management and personal preparedness.
- I met with the Red Cross on 17 February. We anticipate beginning our outreach to local businesses in April to work with them on emergency planning and business continuity planning.
- We completed our upgrade of the voice recording system in the Dispatch Center. We received training on 27 February and the system is live using the new interface.

Commissioner Wescott moved, seconded by Commissioner Hanson, to approve the Director of Emergency Management report.

Ayes, all; nays, none. Motion carried.

12. **Police Chief's Report**

Chief Ruder reported:

- The Department narrowed its pool of 91 police applicants to 30. The group is scheduled to participate in an oral interview panel from February 29th through March 1, 2012. Candidates selected to continue in the process will participate in ride-alongs with field training sergeants and a thorough background check completed. We are anticipating having a candidate(s) scheduled for Commission interviews for the April 3rd meeting.
- After many years of outstanding service to the City of Stevens Point, Assistant Chief Brian Kudronowicz will retire from service effective March 30, 2012. **Brian's career began in 1980 serving the community as a police dispatcher. In May 1989, Brian's career as a sworn officer on the Department began.** His hard work and perseverance through the years resulted in several promotions and many accolades from the community and fellow officers. He will truly be missed on the Department and we wish him well.
- The Department, as part of a Justice Coalition committee, is looking at the feasibility of a municipal court. The committee has focused its attention on revenue comparables to determine financial feasibility. Meetings in the future will discuss the many other aspects of a municipal court system.

- We continue to evaluate the duties of officers in an effort to allocate personnel resources where they are needed most. Due to increases in child welfare cases and reports of drug abuse, a detective has been assigned to assist the drug officer, causing caseloads of other detectives to rise. Sgt. Wheeler has been assigned to assist with the administrative duties of the MEG unit and case management. Working with the City Attorney, efforts to redirect the remaining court duties still administered within the Department will continue.

Commissioner Wescott moved, seconded by Commissioner Hanson, to **accept the Police Chief's report.**

Ayes, all; nays, none. Motion carried.

Commissioner Hanson moved, seconded by Commissioner Schleihs, to direct the Chief to provide the statistical Police Department report on a quarterly basis to the commission and Common Council.

Ayes, all; nays, none. Motion carried.

13. Fire Chief's Report

Chief Kujawa reported:

- Didactic training was held with Whiting and Plover Fire Departments specific to pre-incident plans and areas of the City of Stevens Point where hydrant presence is atypical. Plans were reviewed with emphasis upon where in the City hydrants were sparse and the best means strategically to respond to these homes in the event of a fire. There will be an actual drill conducted later in the spring.
- We conducted our annual crew meetings and introduced the strategic direction for the fire department. We have completed the vision statement and objectives and are working on coming to a consensus on the values that we want this Department to uphold and endorse.
- All crews are in the process of completing the IAFF online training titled Fire Ground Survival Training Program. This training consists of six sessions of intense training on fire ground survival. We have no greater responsibility than to provide safety to our members and we believe this training will assist us in accomplishing this task.
- Steven Weyers, a probationary firefighter/paramedic, resigned his position with his last day of service being March 7, 2012.

- Strategic planning for EMS continues to evolve. The strategic planning committee is being mentored by Waupaca County UW-Extension Community Development Educator Mike Koles and Interim Portage County UW-Extension Community Development Director Educator Kristy SeBlonka. The goal is to complete the strategic plan by late spring.

Commissioner Hanson moved, seconded by Commissioner Kirschling, to approve the **Fire Chief's report**.

Ayes, all; nays, none. Motion carried.

14. Adjournment

The meeting adjourned at 6:48 p.m.