



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

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

April 4, 2012
4:32 p.m.

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

Also

Present: Chief Kevin Ruder, Chief Tracey Kujawa, Assistant Chief Marty Skibba, Tom Zenner, Jodi Baganz, Tino Starke

- 2. People to be heard and announcements**

The joint annual EMS meeting is scheduled for April 12, 2012 at 4:30 p.m. in Conference Room 5 of the Portage County Annex.

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

- a. Probationary Police Officer Interview**
- b. Probationary Assistant Chief Interview - Police Department**
- c. Probationary Lieutenant Interview - Fire Department**

Commissioner Schleihs 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 Schleihs moved, seconded by Commissioner Hanson, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling, to approve hiring Tino Starke as probationary police officer contingent upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Hanson, to approve Sergeant Tom Zenner to the rank of probationary Assistant Chief within the Police Department.

Ayes, all; nays, none. Motion carried.

Commissioner Schleihs moved, seconded by Commissioner Hanson, to approve Motor Pump Operator Jodi Baganz to the rank of probationary Lieutenant within the Fire Department.

Ayes, all; nays, none. Motion carried.

5. Approval of minutes

Commissioner Hanson moved, seconded by Commissioner Schleihs, to approve the minutes of the March 6 and March 13, 2012 meetings.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

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

Ayes, all; nays, none. Motion carried.

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

Ayes, all; nays, none. Motion carried.

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

Ayes, all; nays, none. Motion carried.

7. Police and Fire Commission Administrative Procedures

Commissioner Wescott moved, seconded by Commissioner Schleihs, to review and communicate questions or concerns about the edited document. Action will be taken at a future PFC meeting. Both chiefs are asked to review the document with their management team.

Ayes, all; nays, none. Motion carried.

8. Police and Fire Commission Strategic Direction

The commission will have a special meeting on April 24, 2012. An overview of the PFC Strategic Direction plan which was passed two years ago will be reviewed. A discussion will be held on the mission statement and objectives 1 and 2.

9. Request to establish police officer eligibility list

Commissioner Schleih moved, seconded by Commissioner Kirschling, to place three remaining police officer candidates on an eligibility list that will be valid for one year.

Ayes, all; nays, none. Motion carried.

10. Discussion of FTO program for Fire Department

Commissioner Wescott moved, seconded by Commissioner Schleih, to move forward in creating and implementing a manual for an FTO program.

Ayes, all; nays, none. Motion carried.

11. Director of Emergency Management report

(Director was in Emmitsburg for training and was unable to attend the meeting)

- The meetings with GeoComm contractors for the dispatch consolidation study went well. Three consultants with experience in dispatch and consolidations were here. They held an orientation meeting where they outlined their approach for the project. They also spent two hours observing in the City Dispatch Center and talking with dispatchers and held meetings with city management (Mayor, HR, Fire Chief, Police Chief, EM Director) and stakeholders (Dispatch, IT, Records). The existing conditions report is due April 23, the draft implementation plans are due June 18 and the final report is due July 11. The county wanted to ensure the consultants had adequate time to produce quality products.
- The Director attended the Parking Industry Exhibition on March 19. She spoke with several parking kiosk and meter vendors. As we move forward, we need to look at whether we want to pay by plate, space or permit and if we want to accept cash, coins, credit/debit cards, or smart cards. We also have to identify how many spaces will be assigned to each kiosk for cost benefit analysis purposes. At least one company offers a leasing option.
- The generator for the City Hall/County Courthouse will be replaced April 6th - 8th. Appropriate safeguards are being taken to ensure critical functions (dispatch, key computers and servers, evidence refrigeration) are not disrupted.
- Each year, the second week of April is designated by Congress as National Public Safety Telecommunicators Week. A press release and photo of the city dispatchers will be sent to local media.
- April is tornado awareness month. A no-notice EOC activation drill is being

planned.

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:

- On March 30, 2012, after 32 years of service as a police dispatcher and police officer, Assistant Chief Kudronowicz officially retired from the Stevens Point Police Department. He was involved in almost every facet of the Department during his tenure. He always strived to do what he felt was best for the community in every decision he made. His exemplary service for so many years is a credit to his character and integrity which will bring him success in whatever he chooses to do in the future.
- Joseph Fandre, a former police chief and police and fire commissioner, passed away on March 26, 2012, at his home. The Department's Honor Guard worked with the family to formally recognize the many years of service Chief Fandre gave to the community.
- Following the promotion of the assistant chief candidate, the promotional process for sergeant will begin. The process will recognize, via a point system, officers who have been involved within the department in specialty assignments or as training instructors.
- Extra patrol will be added to the downtown and off campus housing areas beginning Friday, April 30. The unusually warm weather has increased activity in these areas and an increased presence of patrol along with proactive contact of residents will help reduce the problem.
- I would like to commend the many members of the Department who participated in the hiring process these last four months. Officer involvement included interview panels, ride-alongs and background checks. The caliber of the final candidates are a credit to all involved.

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

Ayes, all; nays, none. Motion carried.

13. Fire Chief's Report

Chief Kujawa reported:

- Lieutenant Moody and Firefighter/Paramedic Howard have been selected by the American Red Cross as their 2012 Emergency Response Heroes. This award recognizes those individuals throughout North Central Wisconsin who have prevented life-threatening situations, come to the aid of another or contributed to the safety of our community. The American Red Cross will be paying tribute to all eight of their 2012 Real Heroes Award winners at a banquet on April 12, at

the Holiday Inn in Marshfield. Both Lieutenant Moody and Firefighter/Paramedic Howard are planning on attending. They were nominated for this award for their heroic efforts at a fire this past year where they not only actively searched for and effectively rescued a victim from a burning building but then successfully extinguished the fire within the structure.

- James Murphy from the Insurance Services Office (ISO) was at the Stevens Point Fire Department (SPFD) performing an evaluation specific to establishing our Public Protection Classification (PPC) on March 6. ISO evaluates municipal fire-protection efforts in communities throughout the United States. A **community's investment in fire mitigation is a proven and reliable predictor of future losses**; therefore, insurance companies will use PPC information to help **establish fair premiums for fire insurance - generally offering lower premiums in communities with better protection**. A field survey is conducted and three major **areas are objectively evaluated to determine a community's PPC**. The evaluated categories are fire alarm and communication systems (10%), fire department (50%) and water supply (40%).

The SPFD is currently classified as a "3" on a 1 - 10 scale with 1 being designated as the best rating. The SPFD will receive the report from ISO with the outcome of this evaluation in four to six months.

- Lieutenant Bryan Laszinski is retiring after 30 years of service on April 2, 2012.
- On April 4, 2012, Motor Pump Operator Jodi Baganz will be promoted to Lieutenant and Firefighter/Paramedic Mark Schoeberle will be promoted to Motor Pump Operator.

Commissioner Wescott moved, seconded by Commissioner Hanson, to acknowledge and affirm the action taken by the Fire Chief as reported to the PFC relative to the contractual promotion of Mark Schoeberle to MPO. Ayes, all; nays, none. Motion carried.

- Probationary Firefighter/Paramedic Dayton Budsberg started at the Stevens Point Fire Department on March 12, 2012.

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

Ayes, all; nays, none. Motion carried.

14. **Adjournment**

The meeting adjourned at 6:55 p.m.