



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

July 1, 2014
4:03 p.m.

1. **Roll Call:** Commissioners Hanson, Kirschling, and Schleih
Commissioners Taylor and Wescott, excused

Also

Present: Police Chief Kevin Ruder, Interim Fire Chief Bob Finn,
Assistant Chief Marty Skibba, Alderperson Tony Patton,
Records Bureau Supervisor Lee Ann Spoon, Sari Lesk –
Stevens Point Journal, Brandi Makuski – Stevens Point City
Times

2. **People to be heard and announcements**

None.

3. **Update on Fire Chief Recruitment process**

To date 38 applications have been received. The commission has set a deadline to receive applications for Friday, July 11, 2014 at 4:00 p.m.

The next step in the process will be the review of all applications to eliminate candidates who don't meet the city's minimum requirements established at the special meeting of June 17th. Commission President Schleih and Commissioner Gary Wescott, the commission's liaison to the Fire Department, will meet to review the applications. Applications will be reviewed the week of July 12th through the 16th. After this review a letter will be sent to applicants informing them if they have met the minimum requirements and will continue in the recruitment process. The commission will have a special meeting sometime during the week of July 17th through 25th to establish a list of applicants that will continue to Step 2 in the recruitment process.

4. **Fire Chief's Report**

- **Air Show:** The Stevens Point Fire Department provided Fire & EMS units at the Stevens Point Air Show. After the tragic incident that occurred at the show, the Department provided assistance to the Stevens Point Police Department, Portage County Coroner's office, National Transportation Safety Board and the Federal Aviation

Administration with the investigation of the incident. Also, as After Action Review was held at the Stevens Point Fire Department for all agencies that were involved in the incident.

- **Fire Investigation Training**: Five current Fire Investigators and one new fire investigator attended the International Association of Arson Investigators, Wisconsin Chapter 25 Spring Seminar that was held at the Holiday Inn in Stevens Point. The seminar allowed the five current members to obtain 20 hours of continuing education and allowed the one new member to obtain the 20 hour Basic Fire Investigation Training.
- **Auto Fire Investigation Training**: The Stevens Point Fire Department hosted an auto fire investigation class in conjunction with Sentry Insurance and Unified Fire Investigations. The autos were provided by Johnson's Towing of Stevens Point. There were two sessions in one day in which three autos were set on fire in a different manner in each session. The Stevens Point Fire Department extinguished the fires and then was shown, along with adjusters from Sentry insurance, the different burn patterns and what to look for in auto fire origin and cause.
- **Driver Competency Course**: The three crews of the Stevens Point Fire Department participated in a Driver Competency Course held at the airport in conjunction with Safety Week. The course consisted of three different driving maneuvers. Also, all members of the Stevens Point Fire Department signed a seat belt safety form. A trophy was purchased and the winning crew will have the crew and year won on the trophy, which will be displayed at Station 1. "C" crew won this year's Driver Competency Completion.
- **New Hire Interviews**: The Stevens Point Fire Department will be conducting interviews to establish a new hiring list on July 17th and July 18th. As of this date, sixteen invite letters were sent out and eight have been received back.

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

Ayes, all; nays, none. Motion carried.

5. Police Chief's Report

- Planning for the third heroin summit has not yet been completed but the stakeholders involved will be from the medical and insurance industries. Discussions will surround the dispensing of pharmaceuticals, patient follow-up concerning addiction, and working with law enforcement.
- Planning and fundraising continues for the Guns 'n' Hoses event. A committee has now been developed of members of the Fire Department and Police Department, VSO Clements, Tracy Smet (veteran), Officer Bink and the chiefs.

- The Department is currently struggling with manpower issues due to the loss of six officers caused by injuries and family leave. Four officers have been assigned to light duty. Within the next couple of weeks officers will start returning for duty.
- Citations for Municipal Court are being issued for court dates in July. As issues arise, they are being addressed. Overall the transition to Municipal Court has been relatively smooth.
- The transition to new vehicles for admin and detective fleet is complete.
- For community awareness, the Department participated in the creation of an emergency contacts board. They are available at various locations around the City.
- Pay plan update: The two Assistant Chiefs and three records bureau secretaries won their appeals. Denied appeals go to the Personnel Committee, followed by Common Council.
- SAFER grant update: The Department applied for two police officers to support the patrol division.

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

Ayes, all; nays, none. Motion carried.

6. Update budget preparation 2015 – Police and Fire Departments

A budget timeline has not yet been determined.

The 2015 capital expenditure budget will have a line item to replace patrol squads.

7. Consent Agenda (Action) (Roll call vote)

- Minutes**
- Monthly bills**

Commissioner Schleihs moved, seconded by Commissioner Kirschling to approve the consent agenda items as outlined above.

Ayes, all; nays, none. Motion carried.

8. Adjournment.

The meeting adjourned at 5:05 p.m.