



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

David Schleih, President
(715) 346-1508

October 14, 2014
4:32 p.m.

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

Also Present: Police Chief Kevin Ruder, Fire Chief Bob Finn, Alderperson Tony Patton, Records Bureau Supervisor Lee Ann Spoon, Brandi Makuski – Stevens Point City Times

Upon hearing no objection from the commission, President Schleih rearranged the agenda.

- 2. Discussion, with possible action, promotion to Assistant Chief – Fire Department**

Chief Finn is recommending Captain Jeff Davis be appointed to fill the vacant Assistant Chief position.

Commissioner Schleih moved, seconded by Commissioner Wescott, to sustain Chief Finn's recommendation to appointment Captain Jeff Davis to Assistant Chief/Fire effective immediately (October 14, 2014).

Ayes, all; nays, none. Motion carried.

- 3. People to be heard and announcements**

None.

- 4. Discussion, with possible action, request to fill vacant Firefighter/Paramedic position**

There is currently one individual remaining on the eligibility list. Chief Finn is requesting to fill the vacant Firefighter/Paramedic position with that individual pending completion of testing protocols.

Commissioner Schleihs moved, seconded by Commissioner Hanson, to grant Chief Finn permission to fill the current vacant Firefighter/Paramedic position.

Ayes, all; nays, none. Motion carried.

5. Discussion, with possible action, appointment of Tech Team Liaison

The Tech Team would like the police and fire commission to appoint a Liaison. The commission is requesting Chief Finn provide a list of 5 to 6 people for consideration to act as Tech Team Liaison.

6. Discussion, with possible action, 2014 evaluation process for police and fire chiefs

President Schleihs is checking with other optional powers commissions in the state regarding their evaluation processes.

7. Discussion, with possible action, timeline for review of 2015 budgets for Police and Fire Departments

The Commission will hold a special meeting on Tuesday, October 21, 2014 to review the 2015 budgets for the Police and Fire Departments. The Commission would like copies of the operational and capital budget documents in advance of the meeting.

8. Minutes – September 2014

Commissioner Wescott moved, seconded by Commissioner Hanson, to approve the minutes of the September 9, 2014 and September 17, 2014 meetings.

Ayes, all; nays, none. Motion carried.

9. Monthly bills

Commissioner Kirschling moved, seconded by Commissioner Hanson, to accept the confirmation of the Police Department and Fire Department September bills.

Ayes, all; nays, none. Motion carried.

10. Police Chief's Report

- The third heroin summit is scheduled for October 16, 2014. Discussions will surround the dispensing of pharmaceuticals, patient follow-up concerning addiction, and working with law enforcement. Representatives from hospitals in Wood and Portage County with expertise in patient surveys, physicians, dentists, and an area HMO representative will be attending. Two more summits will follow with a public forum tentatively scheduled for October 30, 2014 at 7:00 p.m. and a meeting with legislators representing both Wood and Portage Counties scheduled some time after that.
- Administrative and non-represented annual performance evaluations are due December 1, 2014. The need to expedite the process is due to all non-represented personnel assigned a January 1 anniversary date and the ability to move a step in grade is based on a satisfactory personnel evaluation.
- The Department has received a lot of positive feedback about the Guns N' Hoses event. Pending any outstanding expense yet charged to the account, the final dollar amount raised for the Never Forgotten Honor Flight will be just over \$48,000.00 On Monday, October 6th, an honor flight has been scheduled and plans to attend the welcome home ceremony at CWA upon their return is scheduled.
- University Homecoming went well with a proactive response contacting potential party houses and coordinated foot patrols. Statistics of note: 129 hours of overtime; 216 calls for service; 48 ordinance violations; 26 traffic citations.
- The Department is in the process of training officers in a new response protocol involving active shooter responses. In the past businesses and schools were taught to shelter/barricade in place typically termed Code React. The standard is changing across the country to a response called A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate). The school and workplaces will be introduced and trained on this new protocol.

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

Ayes, all; nays, none. Motion carried.

11. Fire Chief's Report

New Hire

Michael Kaspar started as a Probationary Firefighter/Paramedic on September 2, 2014. Probationary FF/PM Kaspar completed two weeks of days and was then put on shift for the next three weeks. Probationary FF/PM Kaspar continues to be evaluated each week and has shown great ability to pick up on his training. I will keep you informed on Probationary FF/PM Kaspar's progress throughout his probationary period.

Comm Center In-Service

On September 4th and September 25th, I gave an in-service presentation to the Comm Center Dispatchers. This presentation was on METRO Policies & Procedures, Dispatching METRO, and Wisconsin MABAS Policies and Procedures.

New Vehicles

A new Ford Explorer and new Ford pick-up truck were delivered and placed in service. The Ford Explorer is the Fire Chief's vehicle and the Ford pick-up is the Shift Commander's vehicle. Brush-1 will be used as a station vehicle and to plow snow.

Information for the PFC

- The Promotional Exam Process for the ranks of Captain and Lieutenant was posted on October 1, 2014. The tentative test dates are: Oral interview and Chief's Interview on November 10th; and the written exam on November 17th. The lists will be posted by December 1st.
- Evaluations of Fire and Police Chiefs have to be completed by the PFC no later than December 1st.
- The EMS Tech Team would like the PFC to name a Liaison to its committee.
- The SPFD is starting an Explorer Program in conjunction with the Boy Scouts.

Commissioner Hanson moved, seconded by Commissioner Kirschling, to accept the Fire Chief's Report.

Ayes, all; nays, none. Motion carried.

12. EMS Report

EMS Training: SPFD sent 4 leaders; A.C. Gemza, Lt Moody, Lt Schoeberle and Motor Pump Operator Heibler to the "Rescue Task Force Conference." This training was a Law Enforcement and Fire/Ambulance joint response training to "Active Shooters." The training was held at the Milwaukee Police and Fire training academy. Our training focused on the warm zone response with victims of active shooters. Local Law Enforcement also sent personnel to the training SPPD 2, Plover PD 2 and PCSD 2.

New Hire: SPFD hired Michael Kasper a new Paramedic/ Firefighter. Michael started his career on September 2nd and is currently completing his orientation.

Public Education: September is Falls Prevention month SPFD participated in Falls Prevention Awareness Day. The Open House was held at the Lincoln Center and was sponsored by the Live Well, Live Long Coalition this year's theme was "Strong Today, Fall Free Tomorrow".

The Ambulance: The specifications for the new ambulance have been submitted and the Request For Bid should be out.

Joint Training: Communication Center Run Review we participated in two separate days with the Communication Center. The topics were obvious death and child birth. Dr Vayder led the discussion and Portage County EMS Coordinator Michael Fraley helped with obtaining the important facts about each topic.

Joint Training Continued: SPFD continues to participate in First Responder Skills training. This month we were in Almond along with Portage County EMS Coordinator Michael Fraley to do First Responder skills lab for the Almond First Responders and Bancroft First Responders.

Rapid Response Vehicle:

There was a potential of 67 runs in September.

Cancelled En Route:	7 times
Lieutenant Not Available:	2 times
Staffing not allowed	0 times
RRU not available:	0 times
RRU responded:	58 times

Simultaneous Ambulance Requests:

Total number of Ambulance Requests in September: 376

2 Ambulances out:	85 (22.6%)
3 Ambulances out:	12 (3.1%)
4 Ambulances out:	2 (0.5%)
5 Ambulances out:	0

Commissioner Wescott moved, seconded by Commissioner Kirschling, to accept the EMS Report.

Ayes, all; nays, none. Motion carried.

- 13. Adjourn into closed session pursuant to Wisconsin Statutes sec. 19.85 (1) (e) (conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for an update on bargaining with police unit.**

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

Ayes, all; nays, none. Motion carried.

- 14. Adjournment**

The meeting adjourned at 5:50 p.m.