



Police and Fire Commission

City of Stevens Point
1515 Strong's Avenue
Stevens Point WI 54481

David Schlehs, President
(715) 346-1508

February 3, 2015
4:32 p.m.

1. **Roll Call:** Commissioners Carlson, Kirschling, Ostrowski, and Schlehs

Also

Present:

Police Chief Kevin Ruder, Fire Chief Bob Finn, Mayor Gary Wescott, Assistant Chief Martin Skibba, Alderperson Tony Patton, City Attorney Beveridge, Human Resource Manager Lisa Jakusz, Brandi – Stevens Point City Times, Lee Ann Spoon, RB Supervisor

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

Ron Carlson is welcomed as the newest member of the Police and Fire Commission.

3. **Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wis. Stats. 19.85 (1) (e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session) for discussion on the following:**

- a. Update on ambulance contract negotiations with Portage County.
- b. Discussion of potential side letter with IAFF Local 484 regarding performance evaluation process.
- c. Update on police bargaining.

Commissioner Schlehs moved, seconded by Commissioner Carlson, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

4. **Reconvene into open session (approximately 5:15 p.m.) for possible action.**

Commissioner Kirschling moved, seconded by Commissioner Ostrowski, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

5. **Discussion, with possible action, request for funds in the amount of approximately \$4,123.00 to be used for computer forensic training.**

When the Department purchased computer forensic software, it received one year's worth of training for free. In 2014 the training was held in Minneapolis,

Minnesota. Enrollment for this training was low so the training sites have now been changed to Phoenix, Arizona, Houston, Texas and Sterling, Virginia. The 2015 training budget did not include air fare to these locations since the department wasn't aware the training sites would be changed. Therefore, the PD is asking for approximately \$4,123.00 to cover these costs. After September the training will cost approximately \$3,500 to \$4,000 per training session.

The commission is in support of sending the Forensic Officer to training to Arizona, Texas and Virginia while the training is free. They suggest taking the expenditures from the PD operational budget training account. If the training account goes in the red at the end of 2015, a ledger note as to why the account went in the red will be attached.

Commissioner Schleih moved, seconded by Commissioner Carlson, to support the PD moving forward with the forensic officer attending out of state training, allowing expenditures beyond the budgeted amounts and asking the comptroller/treasurer to make a ledger note as to why the training account is in the red. The PFC will review the PD budget in October to see if a funding request from the Council is needed.

Ayes, all; nays, none. Motion carried.

Commissioner Kirschling left the meeting.

6. Discussion, with possible action, appointment by commission president of a representative from the PFC to serve on the EMS contract negotiating team.

After a short discussion Robert Ostrowski was appointed to EMS contract negotiating team.

7. Discussion, with possible action, selecting dates to perform annual performance evaluations of Police and Fire Chiefs.

Dave is evaluating Chief Finn for the 2014 year. He has a meeting scheduled for Monday and hopefully will have Chief Finn's evaluation completed by the end of the week (February 13th). Dave would be looking at some dates for the last two weeks of February to have a special meeting with the commission to review Chief Finn's evaluation. Commissioner Schleih will be in touch with Commissioner Kirschling to see what dates he is available for a special meeting.

8. Consent Agenda

- a. Minutes
- b. Monthly bills
- c. Fire Chief's Report

Wild land Firefighter Training: The Wisconsin Department of Natural Resources (DNR) came to the SPFD to teach a 12 hour class on Wild land Firefighting. There were 15 members of the SPFD that attended the course. This class was very informative to our younger members, as well as a refresher for our older members. This training is beneficial due to the numerous wild land interfaces within the city, the SPFD Metro response area, as well as Mutual Aid responses throughout the County.

Metro Fire Training: The SPFD attended Metro fire training held at the Plover Fire Department. There were three topics taught for the Metro Fire Departments. The topics included:

- First-in Reports: An on-air summary of what the first arriving fire company sees when they arrive at a fire.
- Rehab for Firefighters: Review of when a firefighter should go to rehab and the procedures that are done when that firefighter arrives in the rehab area.
- Accountability on the Fire ground: Procedures for safer fire ground operations.

Explorer Program: The SPFD Explorer Program met for the first time. There were 14 students ranging from the ages of 15 – 17 that attended the first session. The Explorer program will meet once a month. The program is intended to go throughout the year. I would like to bring in one of the Explorer Program Advisors to the March PFC meeting for a briefing.

d. EMS report

We continue to be busy with the Paramedic refresher. The crews have shown team work and great resilience during this extremely busy month of training.

Training outside the box: We are trying to improve the method and delivery of how personnel are trained. We utilized St. Michael's Simulation Lab, which has computerized High Fidelity Training Manikins. The training was scenario based, where medics working in crews of 3 entered the room and were asked to treat a patient (manikin) which can respond to the different treatments. We video recorded the scenario; and when it was completed, the medics went into a separate room to view their scenario. They were able to discuss and use a review worksheet to critique how the scenario went. MSTC also agreed to use this training for the paramedic refresher. A special thanks to Dr. Vayder and St. Michael's for helping make this happen.

2014 ambulance requests: The Stevens Point Fire Department/Portage County Ambulance responded to 4,068 requests for an ambulance.

City of Stevens Point: Within the city, there were 2,163 requests for an ambulance in 2014.

Simultaneous Ambulance Requests:

Total number of Ambulance Requests in January: 391

2 Ambulances out:	79 (20.2%)
3 Ambulances out:	15 (3.8%)
4 Ambulances out:	1 (0.25%)
5 Ambulances out:	0

e. Police Chief's Report

- Reminder that the chief will be out of the office from February 6 through February 23, 2015. Assistant Chief Skibba is available in the chief's absence.
- Sgt. Tim Davy announced he will be retiring March 16, 2015 after over 28 years of service.
- The Department is putting the final touches on the 2014 Annual Report in hopes to present it to the City Council at the March

meeting. Before it is officially compiled a draft copy will be emailed to the Commission for review.

- The first facility review team met to discuss and identify concerns with the current facility. A total of 21 concerns were identified and a survey was launched for the entire department to identify the top 5 concerns. Maintenance has repaired wall damage and is completing work on urinals.
- The Department, in cooperation with the District Attorney's office, will be starting an electronic referral process for criminal cases.
- A meeting has been tentatively scheduled the first week of February with area legislators to discuss pending legislation related to prescription medications and its link to heroin. The hope is to also brainstorm ideas of possible new legislation as it relates to the pharmaceutical registry or other legislation successful in other states.

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

Ayes, all; nays, none. Motion carried.

9. Adjournment

The meeting adjourned at 6:05 p.m.