



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Gary Wescott
President
(715) 346-1508

November 1, 2016
4:00 p.m.

- 1. Roll Call:** Commissioners Kirschling, Moore, Ostrowski and Wescott
Commissioner Carlson, excused

Also Present: Police Chief Skibba, Fire Chief Finn, Police Officer Austin Lee, Police officer Kris Marchel, Brandi – Stevens Point City Times, Lee Ann Spoon – Records Bureau Supervisor

UWSP students (observing): Zachary Wirtz, Stuart Fetherston, McKenna Schaffer, Ben Murley, Austin Fischer

- 2. People to be heard and announcements**

President Wescott announced there will be an executive session at the December 6th meeting to review the evaluations of the police and fire chiefs. A special meeting will be held on December 8th to finalize the evaluations.

- 3. Update on Police Officer new hires**

Chief Skibba received three letters of retirement.

On Monday, November 7th Melvin Plummer and Ashley Hansen will be sworn in as probationary police officers.

- 4. Update on corporal promotional process**

Four officers are scheduled to interview on November 3rd. An eligibility list will be established for future openings.

- 5. Consideration of donation of exercise equipment to the Police Department**

Tracey Tauferner, Wellness Coordinator for the City, is seeking donations of exercise equipment on behalf of the Police Department. Once donations are secured, Chief Skibba will bring any items to the commission for approval.

6. **Police Chief's Report**

Chief Skibba reported:

October:

- Sgt. Rottier to present "good neighbor" policy at several UWSP meetings. Events to include on and off campus university students.
- Several meetings with UW student groups, increasing communication
- October 1st, Juvenile Diabetes Walk, Piffner, 1 contractual officer
- October 5th, Cancer Awareness, UWSP on Fourth Avenue
- October 6th – 7th, WIPEG meeting, Milwaukee, attended by Chief
- October 7th, Pacelli homecoming parade, auxiliary assisted
- October 15th, UWSP homecoming parade, officer working at Partners Pub
- October 20th, participated in discussion at UWSP student government association
- October 22nd, PODS Midnight Run, Jackson School, auxiliary assisted
- October 22nd, Make a different Day, Department members participated in raking leaves
- October 25th, Clinton visit, Patrol and IB assisted UWSP
- October 29th, Downtown Trick or Treat, auxiliary assisted
- October 31st, Halloween Community Trick or Treat, auxiliary assisted

October/November:

- Auxiliary is attending high school home football, hockey and baseball games
- Community Service Officers have assisted with parking enforcement at home games at Georke location

November:

- November 11th, Salvation Army Red Kettle kick off, patrol to attend
- November 18th, Christmas parade, auxiliary to assist
- November 24th, Turkey Trot, auxiliary to assist
- November 29th, SPASH hockey, auxiliary to assist

Commissioner Ostrowski moved, seconded by Commissioner Kirschling to approve the Police Chief's report for October 2016.

Ayes, all; nays, none. Motion carried.

7. **Update on EMS/Oversight decision**

This was not an open meeting so Chief Finn cannot report on the specifics of the meeting. The Chief feels the meeting was productive and within six months the tech team should be able to come up with a proposal.

8. **Fire Chief's Report/EMS Report**

Chief Finn reported:

- FF/PM Shane Westphal was nominated for and received the State Fire Educator of the year award at the annual State Fire Inspectors Conference. Chief Finn presented the nomination letter and Gemza, Davis, Egan and Shane's wife, Rebecca, attended the ceremony.
- The ISO evaluation was completed on October 11th. We find out in about 60 days if our insurance rating is better than the 3 it is now.

- The Citizens Academy was at the SPFD for search and rescue drills, hose lays, and fire attack strategies while wearing SCBA. They also went through the EVOC course at the Stevens Point Airport.
- Annual fit tests on all members were completed for our SCBA and N-95 masks.
- Officer promotional test interview sign up posted at Station 1.
- Explorer Scout meeting took place at Station 1. They reviewed first aid, CPR, bandaging and trauma assessments.
- All exterior window sills replaced at Station 1 due to deterioration.
- All apparatus had annual hydraulic pump tests, routine service, and aerial ladder tests done by Red Power Ranch
- Heat sensor stickers replaced on all ground ladders.
- Requested a bid for new or upgrade of Plymovent exhaust system at both stations with arrival of new ambulance and repairs to existing truck vents.
- SPFD and Plover FD raised the American flag at the start of the St. Bron's Marathon race.
- Working with UWSP EM on a door numbering system for all University buildings for better response to locations during emergencies.
- Attended UWSP girls' basketball breakfast at the University Center.
- Metro fire calls: (2). Total fire calls: 37.
- Training: Sent Lt. Aldrich and FF/PM Westphal to the WI Fire Inspectors and Public Education Conference in Wisconsin Dells; Blue Card Command; CAD training. Total training hours: 154.50.
- Public Education:
 - Fire Prevention Month
 - Held our annual Fire Safety Poster Contest. Selected 11 first and second grade winners to be picked up at school with a fire truck or ambulance. They arrived, and we took pictures with their winning entries, and then gave them a tour and fire safety talk. We then served them lunch of pizza and ice cream cake donated by local businesses. They were given trick or treat bags full of fire safety materials and transported back to their respective schools.
 - Attended UWSP safety fair and ran kids through fire safety smokehouse.
 - Delivered over 300 new Fire Safety Booklets to third graders in the Stevens Point School district.
 - Park Ridge and Almond Fire Departments used our fire safety house for their open houses.
 - After the trailer house fire at 1430 Torun Road, we went door to door offering to install our 10 year life smoke detectors and have 38 installs to do. As of today, we have done 20 installs and replaced 10 batteries.
 - We did numerous Friendly Fire Fighter programs, safety talks, tours and school visits during the month with hundreds of kids and adults. Can provide total numbers next month.
- Fire Inspections: Almost all primary inspections have been done for the year; still need to follow up with secondary inspections. Total inspections: 233.

EMS Activities Report:

- EMS training: Dr. Brandt conducted quarterly EMS run review for each of our crews.
- Rescue Task Force: Lieutenant Heibler and Captain Moody, along with Detective Zblewski and Deputy Wanta, conducted an RTF Train-the-Trainer course at North Central Technical Public Safety building in Merrill. The course was for Merrill Fire and Police Department and the Lincoln County Sheriff's Department.

- New ambulance: The new ambulance has been delivered and is being prepared to be put into service.
- Citizens Academy: On October 26th with EMS as the topic of the Citizens Academy, C-crew broke the group up into small work stations. The academy did hands-on scenarios using our equipment to treat patients. On October 15th, the Citizens Academy participated in an EVOC course where they drove a fire engine, an ambulance and a police squad at the Stevens Point Airport.

Commissioner Moore moved, seconded by Commissioner Ostrowski, to approve the Fire Chief's report for October 2016.

Ayes, all; nays, none. Motion carried.

9. Approval of Minutes

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the minutes of the October 4, 2016 meeting.

Ayes, all; nays, none. Motion carried.

10. Confirmation of Bills

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the confirmation of the October 2016 bills.

Ayes, all; nays, none. Motion carried.

11. Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin Statute Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] for police officer off probation interviews (2)

Commissioner Kirschling moved, seconded by Commissioner Moore, to adjourn into closed session.

Ayes: Kirschling, Moore, Ostrowski, Wescott
 Nays: None. Motion carried.

12. Reconvene into open session for possible action

Commissioner Moore moved, seconded by Commissioner Ostrowski, to reconvene into open session for possible action.

Ayes: Kirschling, Moore, Ostrowski, Wescott
 Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve Officer Austin Lee to regular status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling, to approve Officer Kris Marchel to regular status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

13. Adjournment

The meeting adjourned at 5:05 p.m.