

CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION
TUESDAY, MARCH 7, 2017 – 4:00 P.M.
Portage County Courthouse, Conference Room D

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

Also Present: Police Chief Skibba, Fire Chief Finn, Assistant Chief Gemza, Assistant Chief Baganz, Sgt. Mike Rottier, Alderperson Kneebone, City Attorney Beveridge, Mayor Wiza, Brandi - Stevens Point City Times

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

The 2016 Police Department annual report is available to view on the City of Stevens Point's website.

At the request of the University, the agenda item dealing with the Memorandum of Understanding was removed from the March agenda.

The PFC would like to thank Lorna Whalen for her dedicated service to the City of Stevens Point Fire Department. Lorna retired on March 3, 2017 with 23 years of service.

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

Chief Finn reported:

- SCBA compressor has been repaired.
- Samantha Schoepke from St. Stephen's won first place in State Fire Safety Poster contest
- Metro fire calls: 5
- Structure fires: 3
- Vehicle fires: 1
- Brush, grass, wild fires: 0
- Other fires: 2
- Rescue/EMS calls: 53
- False alarm responses: 9
- Hazardous materials responses: 4
- Other responses: 13
- Total fire losses: \$39,500
- Total property saved: \$151,300
- Training: New format for fire and EMS reporting, firefighter survival on the fire ground. Marshfield Clinic Cancer Center tour for all crews. Total training hours: 65.0
- Public Education: Fire Aid and Hands only CPR, Station Tour, STEM (Science, Technology, Education and Math) at UWSP.
- Fire Inspections: Inspection coordination on property at 1265 Main Street, 3256 Church Street and 5009 Coye Drive with City Building inspection.
- Certificate of occupancy, 0; general fire inspections, 69; re-inspections, 4
- Total inspections: 73

EMS Report:

- Hands Only CPR: We continue with our focus of providing hands only CPR classes to the citizens of Stevens Point and Portage County. St. Paul's Lutheran staff, 15 people; P.J. Jacob's staff, 14 people; Ben Franklin staff, 25 people
- Partnerships: Stevens Point Fire Department's partnership with UWSP continues with our participating in STEM (Science, Technology, Engineering and Mathematics) Exploration Day for girls. For our participation, we taught "hands only CPR" to about 50 girls and also had a booth where we answered a wide range of questions. The Conference is catered to 7th and 8th grade girls and allows for students to engage in hands-on workshops and learn the many career paths available with an education in STEM.
- Rapid Response Vehicle: Responded to 39 runs in February.
- Simultaneous ambulance requests: Total number of ambulance requests in February: 368
 - 2 Ambulances out, 84 (22.8%)
 - 3 ambulances out, 15 (4.07%)
 - 4 ambulances out, 2 (.005%)
 - 5 Ambulances out, 0

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to accept the Fire Chief's Report for February 2017.

Ayes, all; nays, none. Motion carried.

4. Police Chief's Report

Chief Skibba reported:

February:

Calls for Service:

- Active Incident Alarm, Ben Franklin Junior High School
- 9 weapon involved calls responded by SPPD personnel
- 6 death and/or overdose calls responded to by SPPD personnel
- To be developed: mental health related calls responded to by SPPD personnel

Events:

- February, New Officer hire
- February, staff study presentation to PFC (rescheduled)
- February, Auxiliary attending multiple home, high school and college sporting events
- February, continued collaborative work with UWSP protective services
- February 1, FBI SAC to meet with PD Administration
- February 4, Special Olympics Polar Plunge fundraiser (11 SPPD personnel participated)
- February 18, SPASH winter formal, assisted by Auxiliary
- February 25, SPASH fun run for colon cancer, assisted by Auxiliary

March:

Activities:

- March, Auxiliary attending multiple home, high school and college sporting events
- March, Peace United Church Walk, with Auxiliary assisting
- March 4, Point Bock Run, with Auxiliary assisting
- March 4, UFC Fight Night – Buffalo Wild Wings with contractual officer assisting
- March 27-28, Rescue Task Force training

Officers Hansen and Plummer have successfully completed Step #3 and are finishing Step #4 of the Field Training program. Both officers are on track to complete the program in early March and move to solo patrol duty.

Officers Beach and Brandt have successfully completed Step #1 and have moved to Step #2 of the Field training program.

Officer Joshua Hilgart started the field training program on February 27, 2017.

Commissioner Ostrowski, moved, seconded by Commissioner Moore, to accept the Police Chief's report for February, 2017.

Ayes, all; nays, none. Motion carried.

5. Approval of Minutes

Commissioner Carlson moved, seconded by Commissioner Wescott, to approve the minutes of the February 7, 2017 meeting.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Ostrowski moved, seconded by Commissioner Wescott, to approve the confirmation of the February 2017 bills.

Ayes, all; nays, none. Motion carried.

7. 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] and Wisconsin State Statutes Section 19.85 (1) (e) [deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session] for the following:

- a. Assistant Chief interview – Police Department**
- b. Update on status of MOU with Plover Fire Department**
- c. Update on MOU with St. Michael's Hospital for a medical director**
- d. Update on EMS system additional ambulance and EMS contract**

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

Ayes: Carlson, Moore, Ostrowski, Wescott

Nays: None. Motion carried.

8. Reconvene into open session for possible action

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

Ayes: Carlson, Moore, Ostrowski, Wescott

Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to promote Sergeant Mike Rottier to the position of Probationary Assistant Chief effective March 8, 2017.

Ayes, all; nays, none. Motion carried.

9. Discussion regarding pay plan placement of Assistant Chief – Police Department

Per City of Stevens Point Administrative Policy No. 2.06, *Promotions and Transfers*, Chief Skibba is requesting commission approval to start Mike Rottier at Grade S, Step 5. Paragraph 5 of this policy states the starting salary upon promotion shall be the first step in the grade the position resides that provides the employee an increase of a minimum of 5%.

Commissioner Carlson moved, seconded by Commissioner Ostrowski, to approve Assistant Chief Mike Rottier be placed in Grade S, Step 5 of the City of Stevens Point pay plan.

Ayes, all; nays, none. Motion carried.

10. Adjournment

The meeting adjourned at 5:32 p.m.