

CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION
TUESDAY, JUNE 6 2017 – 4:00 P.M.
Stevens Point Fire Department, Station 1
1701 Franklin Street

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

Also Present: Police Chief Skibba, Fire Chief Finn, Assistant Chief Baganz, Mayor Mike Wiza, Assistant Chief Zenner, Assistant Chief Rottier, Assistant Chief Gemza, Assistant Chief Baganz, City Treasurer Ladick, Alderperson Shaun Morrow, Kelly Heise, Nate – Stevens Point Journal, Brandi – Stevens Point City times

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

None

3. **Approval of Minutes**

Commissioner Carlson moved, seconded by Commissioner Ostrowski, to approve the minutes of the May 2, 2017 meeting

Ayes, all; nays, none. Motion carried.

4. **Confirmation of Bills**

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve the confirmation of the May 2017 bills.

Ayes, all; nays, none. Motion carried.

5. **Approval of Fire Department hiring list**

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve the 2017 eligibility list as presented.

Ayes, all; nays, none. Motion carried.

6. **Building Needs Assessment Update**

Chief Skibba presented a PowerPoint "Needs Assessment" perspective for consideration.

The Proposal overview evaluated from a needs perspective the issues of supporting functionality of public safety, establishing a realistic facility expectation, addressed parking space needs and addressed current and future space needs of the Department.

The Chief would like the opportunity to present his proposal to Committees and to the Common Council for consideration. Comptroller Ladick feels Chief Skibba may want to

further expound on the utilities and maintenance expenses before presenting his proposal to the Council.

7. Police Department staff request update

The Stevens Point Police Department's mission is to maintain order and provide for the safety and well-being of all those who visit or live in our community. To best serve the community the PD Administrative team has recently concluded a staffing study which was presented to the commission in April.

The study was longitudinal in nature and took a comprehensive approach for using four methods per capita, minimum staffing, authorized level, and workload based approaches to assess the operational staffing needs of the Department. The findings of public expectation and emerging trends show case many policing issues, and none greater than that of illegal drug use as the most significant impact affecting the delivery of police services to Stevens Point.

The combined applied methods, public expectation and emerging trends provide a comprehensive picture of current and future projected staffing needs of the Department. While considering the need to provide timely, appropriate services to our community and the related financial impact, the following recommendation for staffing increases is warranted.

The request is designed to lessen the immediate financial impact through a phased in approach. In 2018 one additional officer would be hired, and this staffing increase would be allocated to the Investigation Bureau in the form of a second drug investigation officer. In 2019 two additional officers would be hired and assigned to patrol. Additionally, in 2020 two additional officers would be hired and assigned to patrol. The patrol increase would bring each of the four patrol staffing levels of eight per shift and address the ever increasing calls for service identified through the staffing study.

Assistant Chief Rottier is currently in the process of completing paperwork for a Community Oriented Policing Services (COPS) grant. COPS Hiring Program funds 75 percent of the entry-level salary for a new hire, with a maximum cost of \$125,000 per officer over three years.

Commissioner Wescott moved, seconded by Commissioner Carlson, to support Chief Skibba's request that one officer be hired in 2018 and that the Commission continue to closely monitor developments on the COPS grant and address the hiring of an officer with the City Finance Committee if and when the grant becomes available.

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

8. Personal appearance policy update 1044.2.4 – Police Department

The Chief was approached by the Stevens Point Police Officers Organization (SPPOO) with a request that officers be allowed wear beards. Many neighboring law enforcement agencies allow their officers to have beards.

Chief Skibba is working on a policy and will bring it to the commission once the policy is complete.

9. Police Chief's report

Chief Skibba reported:

May:

Calls for Service:

- Traffic stop lead to seizure of over 18g cocaine, an ounce of marijuana and \$1,900.00. This stop lead to the arrest of suspect for possession with intent to deliver and subsequent warrants.
- 8 weapon involved incidents (3 gun related)
- 79 mental health related incidents (5 emergency detentions)

Events:

- May 2nd – Transforming people 5K (auxiliary)
- May 5th – Main Street Parks – downtown
- May 5th – Finals Frenzy Run – UWSP
- May 6th – Cultural Festival – SPASH
- May 20th – Family/Retiree shoot – Dewey Range
- May 20th – Safety Fair Mark Motors (MRAP)
- May 28th – SPASH project graduation
- May 31st – Emergency Response training at St. Michael's

June:

Events:

- June 3rd – Cops and Bobbers, Auxiliary and Patrol
- June 3rd – Step #1 of hiring process, written test
- June 3rd – Walk Wisconsin
- June 8th – June 10th – Special Olympics
- June 30th – July 4th Riverfront Rendezvous

Officer Hilgart has successfully completed Step #2 of the Field Training Program and moved to Step #3.

Note of Appreciation:

- Auxiliary responded to "call in" May 17th flooding related traffic control.
- Stevens Point Knights of Columbus donation to Police Auxiliary Unit.

Commissioner Wescott moved, seconded by Commissioner Kirschling, to accept the Police Chief's report for May 2017.

Ayes, all; nays, none. Motion carried.

10. Update on ISO Rating

The City of Stevens Point Fire Department has received the Insurance Services Office (ISO) rating of Class 2.

ISO currently evaluates over 46,000 Fire Departments nationwide and the Stevens Point Fire Department has scored in the top 3%. This rating reflects the hard work and dedication of the Stevens Point Fire Department, the Stevens Point Water Department,

the City of Stevens Point, the Portage County dispatch center and their commitment to save lives and property. The new Public Protection Classification (PPC) rating will become effective August 1, 2017.

Key elements considered when evaluating a Fire Department include Response Capabilities (Deployment Analysis) which includes adequate staffing of Fire Personnel on Engine Crews and Ladder Companies, Fire Station Distribution (Location and Coverage), Appropriate Apparatus Building/Fire Prevention Codes and their enforcement.

The Fire Department's improved PPC classification is a reflection of the City of Stevens Point's commitment to provide quality public safety services to the citizens of Stevens Point.

11. Assistance to Firefighter Grant

The Fire Department applied for an Assistance to Firefighter Grant for mechanical CPR devices and was awarded \$108,240.00. After working with the Treasurer's Office it was decided the FD would accept an award of \$98,400.00 (6 mechanical CPR devices). There is a 10% match from the FD, which is already in the current budget.

Chief Finn thanked Assistant Chiefs Gemza and Baganz and Lt. Briggs for their hard work in applying for this grant on behalf of the FD.

12. Fire Chief's Report/EMS Report

Chief Finn reported:

- ISO report returned
- Firefighter/Paramedic candidate interviews
- Mental health awareness activities
- Metro Fire calls: 5
- Structure fires: 1
- Vehicle fires: 1
- Bush, grass, wildland fires: 1
- Other fires: 1
- Rescue/EMS calls: 54
- False alarm responses: 15
- Hazardous materials responses: 5
- Other responses: 23
- Total fire losses: \$4,000
- Total property saved: \$0
- Total responses: 100
- Training: Technical Rescue with METRO partners, Mental Health Awareness and Keeping Safe, Disaster Drill at CWA. Total training hours: 77.5
- Public education: UWSP, Sentry Insurance and Heart Walk. No. of students: 79
- Fire Inspections: Certificate of occupancy, 0; general fire inspections, 216; re-inspections, 31, sprinkler system, 1, tent inspection, 1; total inspections: 249

EMS Report:

- EMS Week: We celebrated EMS week from May 21 to May 27.
- Dementia Awareness Week: May 14 – 20 we wore purple pins in support of Dementia Awareness.
- May is Suicide Prevention and Mental Health Awareness: To show our continued support, SPFD members wore green lapel pins on our uniforms for the month in support of Mental Health Awareness Month.

- Portage County Adult Protective Services conducted training on State Statute, Chapter 51 (involuntary commitment), 55 Emergency, and (temporary protective placement) and how it applies to patients who interact with paramedics and firefighters.
- Emergency drill with Sentry responders, A Platoon participated in an emergency drill, which took place on the Sentry golf course. The drill was a great time to establish emergency procedures with Sentry regarding the golf course.
- Functional Firefighter Fitness, Jordan Pounder from FD-PT provided a full day of physical fitness training called "Functional Firefighter Fitness". The training program is designed to focus on fitness techniques specific to Firefighting and EMS. The class was sponsored by Cities & Villages Mutual Insurance Company.
- UWSP skills lab: B Platoon, Dr. Brandt and PCEMS Coordinator Dave Martin hosted an EMS skills lab for the UWSP Pre-med Club. This gave students the opportunity to experience hands on prehospital skills.
- Boys and Girls Club Summer Safety Kick Off: Firefighter/Paramedic Shane Westphal has been working with the Boys and Girls Club to develop a Summer Safety Program designed with the focus on interactive kid's safety. Westphal and Medic 2 went to the Plover Boys and Girls Club to start the program off with the Summer Safety Kickoff.

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

Ayes, all; nays, none. Motion carried.

13. Promotion to Motor Pump Operator

Glynn Novak is promoted to the rank of Motor Pump Operator effective June 2, 2017.

- 14. Adjourn into closed session (approximately 5:00 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 Statute 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:**
- Firefighter/Paramedic off probation interview (2)**
 - Firefighter/Paramedic applicant interview**
 - Update for the possible addition of an ambulance to the EMS system**

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

Ayes: Carlson, Ostrowski, Wescott
Nays: None. Motion carried.

15. Reconvene into open session for possible action

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

Ayes: Carlson, Ostrowski, Wescott
Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve Quinn Warner and Ethan Przybylski to regular status upon the successful completion of their probationary periods.

Ayes: Carlson, Ostrowski, Wescott
Nays: None. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson to make a conditional offer of employment to Kelly Heise upon the successful completion of all hiring protocols and testing.

Ayes: Carlson, Ostrowski, Wescott
Nays: None. Motion carried.

16. Adjournment

The meeting adjourned at 6:37 p.m.