

CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION
TUESDAY, SEPTEMBER 5, 2017 - 4:00 P.M.
Stevens Point Fire Department, Station 1
1701 Franklin Street

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

Also Present: Police Chief Skibba, Fire Chief Finn, Assistant Chief Baganz, City Attorney Beveridge, Gene Kemmeter - Portage County Gazette, City Treasurer Corey Ladick, Alderperson Mary Kneebone, Brandi - Stevens Point City Times

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

None.

3. **Approval of Minutes**

Commissioner Carlson moved, seconded by Commissioner Kirschling, to approve the minutes of the August 2, 2017 and August 22, 2017 meetings.

Ayes, all; nays, none. Motion carried.

4. **Confirmation of Bills**

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

Ayes, all; nays, none. Motion carried.

5. **Out of state travel for Assistant Chief Baganz**

Chief Baganz is requesting to attend training sponsored by Firehouse Expo in Nashville, Tennessee October 17 and 18, 2017. This training will feature community risk reduction.

Commissioner Ostrowski moved, seconded by Commission Kirschling, to approve Chief Baganz attending the out of state training.

Ayes, all; nays, none. Motion carried.

6. **Report on ambulance vehicle maintenance request investigation**

Chief Finn reported on August 8th Assistant Chief Joe Gemza received an email from Emergency Management Director Joe Brandt asking for an investigation and follow-up report regarding an ambulance that needed repairs after allegedly driving through high water during a storm on June 12th. Upon investigation Chief Finn found a report prior to the June 12th storm that an ambulance driver requested maintenance on an ambulance due to what he thought was a transmission slipping. Even though the ambulance was awaiting service for the possible transmission issue the ambulance was needed for service on June 12th because there were 70 emergencies the night of the storm.
Chief Finn went on to report that the ambulance in question did not respond to any call through high water. He further stated the request for vehicle maintenance, per contract with Portage County, was filed with the highway garage. There was nothing in the ambulance driver's report about high water so he inquired of the driver if he failed to mention that. The driver denied going through any high water.

After Chief Finn checked with the repair shop that repaired the vehicle, Finn reported the shop was informed by a county official that the repair was due to high water damage so the county could get a FEMA reimbursement for the damage. Chief Finn also reported that during the investigation he received an email with a photo of an ambulance driving in water at an underpass.

After the Chief compared the ambulance in the photo to the ambulance with the alleged water damage, the Chief was able to ascertain they were different ambulances. He also stated the driver of the ambulance in the photo had filed a report after the incident saying he started into the water but then backed out when he saw the depth of the water and stated the ambulance sustained no damage.

Chief Finn expressed his dismay after he conducted the investigation (which was approximately 40 to 50 hours) and called it a deliberate and direct effort to embarrass the men and women of the Fire Department. He further stated the photo is in circulation around the city to damage the reputation of the ambulance service.

At this point the Chief asked the Commission to file a formal complaint with the county executive that the request for the investigation was a deliberate attempt to embarrass the men and women of the Fire Department.

7. Fire Chief's Report/EMS Report

Chief Finn reported:

- MABAS Conference held at Holiday Inn
- MABAS Family Picnic for 40 participants at Station 2
- Vehicle rescue in McDill Pond
- Train versus semi collision
- Machinery rescue at Donaldson
- Metro Fire calls: 4
- Mutual Aid calls: 2
- Structure fires: 4
- Vehicle fires: 0
- Bush, grass, wildland fires: 0
- Other fires: 0
- Rescue/EMS calls: 47
- False alarm responses: 14
- Hazardous materials responses: 5
- Other responses: 16
- Total fire losses: \$325,000.00
- Total property saved: \$1,225,000.00
- Total responses: 86
- Training: Pumping Operations with all trucks, Online Driver training and MABAS conference. Total training hours: 56.50
- Public education: Fire safety for English as a second language students, Hands only CPR, Evacuation procedures for elderly. No. of students: 134
- Fire Inspections: Certificate of occupancy, 1; general fire inspections, 190; re-inspections, 36, sprinkler system, 3, tent inspection, 0; total inspections: 233

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

Ayes, all; nays, none. Motion carried.

8. Building Needs Assessment Update

Chief Skibba reported at the August 14th Public Protection Committee meeting the Committee moved to support the move of the Police Department to 933 Michigan Avenue. At that meeting City Attorney Beveridge added there is nothing in the ordinance that vests the Public Protection Committee with authority over this subject matter and that the relocation could move forward with or without a recommendation from the Public Protection Committee.

Chief Skibba reported at the August 14th Finance Committee meeting the Committee approved the funding of the initial phase of relocating the Police Department to 933 Michigan Avenue.

The Chief hopes to relocate patrol and the Investigation Bureau to 933 Michigan Avenue before the snowfall.

9. Police Chief 's report

Chief Skibba reported:

August:

Calls for Service:

- 5 weapon involved incidents (2 gun related)
- 73 mental health related incidents (4 emergency detentions)

Events:

- August, Auxiliary assisting at high school and college sporting events
- August 4th - Honor Guard for MABAS Conference
- August 4th - Movie in the Park, Emergency Services night
- August 5th - Aim for the Cure Run, Assisted by Auxiliary
- August 5th - Race for Violet run, Assisted by Auxiliary
- August 5th - Bike for Boys and Girls, Assisted by Auxiliary
- August 5th - Corn on the Curb, Assisted by Auxiliary and Contractual officers
- August 13th - Bolerjack Gospel music on the square
- August 13th - Car Show Pfiffner Park, Assisted by Auxiliary
- August 18th - Wine Walk Downtown, Assisted by Auxiliary
- August 22nd - Pacelli, Crisis Plan training

September:

Events:

- September, Auxiliary assisting High School and College sporting events
- September 4th - Belts Welcome UWSP live band
- September 8 to 10th - Pacelli Panacea, Contractual Officers
- September 9th - Pacelli Color Run, Assisted by Auxiliary
- September 9 - 10th - Gus Macker basketball, Assisted by Auxiliary
- September 16th - Pointoberfest/Blubber Run, Contractual officers and Auxiliary
- September 16th = MS Walk, Assisted by Auxiliary
- September 22nd - Pacelli Homecoming Parade, Assisted by Auxiliary
- September 23rd - Run From the Cops, Assisted by Auxiliary
- September 2rd - UWSP Spud Run, Assisted by Auxiliary
- September 29th - SPASH homecoming parade, Assisted by Auxiliary
- September 30th - SPASH homecoming dance, PSL and Auxiliary
- September 30th - St. Paul's 5K Color Run, Assisted by Auxiliary

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

Ayes, all; nays, none. Motion carried.

10. Annual performance evaluations of the Police and Fire Chiefs

The evaluation process for police and fire chiefs is as follows:

- Step 1: Chief Finn and Chief Skibba initiate a self-evaluation.
- Step 2: Chiefs meet with appropriate liaison for self-evaluation.
- Step 3: Bring the self-evaluations to the commission at their December 5th meeting for finalization.
- Step 4: The liaisons who conduct the evaluations will not participate in the vote.

11. Update on 2018 capital and operational budgets

Operational budgets are due to the Comptroller by September 1, 2017 (with a 1% increase).

Capital budgets will be presented to the Finance Committee at the September 11 meeting. The Council will adopt the budget at the October 16 meeting.

12. Adjourn into closed session (approximately 4:45 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 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. Draft letter from the City Attorney to the Wisconsin Department of Health Services regarding Plover's request for a waiver of DHS rules pertaining to EMS services.
- b. Discussion of a draft Memorandum of Understanding with Ascension Health regarding EMS medical director services.
- c. Probationary Firefighter Applicant interview

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

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

13. Reconvene into open session for possible action

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

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

Commissioner Wescott moved, seconded by Commissioner Moore, to extend a conditional offer of employment to Jarod Miller upon the successful completion of all hiring protocols and testing, with an approximate start date of September 28, 2017.

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

14. Adjournment

The meeting adjourned at 6:05 p.m.