



## **Police and Fire Commission**

**City of Stevens Point  
1515 Strongs Avenue  
Stevens Point WI 54481**

October 5, 2010

4:02 p.m.

- 1. Roll Call:** Commissioners Nuck, Schleih, Taylor and Wescott

**Also**

**Present:** Administrative Director Jeff Morris; Police Chief Kevin Ruder, Fire Chief John Zinda, Assistant Chief Tracey Kujawa; Brian, Stevens Point Journal; Fire Department employees: Jodi Baganz, Victor Kedrowski, Art Dahms, Ryan McCaffrey, Dennis Zvara, Ron Heibler, Tate Roselius

- 2. People to be heard and announcements**

Maury Rice spoke briefly about his service as a Police and Fire Commissioner. He has enjoyed serving as Commissioner and wished the Commission well in future endeavors. Mr. Rice was thanked by the Commission for his years of service as a Commissioner.

Dave Schleih informed the commission that Bill Meyer will be presented with the prestigious Portage County EMS Association Star of Life Award. This award is presented to an individual who makes a particularly noteworthy contribution to the Portage County EMS System. A ceremony honoring Bill will be held on October 7, 2010 from 3:30 p.m. to 5:00 p.m. at the Stevens Point Fire Department, 1701 Franklin Street.

Gary Wescott has offered to serve as the Commission's representative on the Portage County EMS Oversight Board.

- 3. Approval of Minutes – September 7, 2010 and September 21, 2010**

Commissioner Taylor moved, seconded by Commissioner Wescott, to approve the minutes of the September 7, 2010 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Nuck, to approve the minutes of the September 21, 2010 meeting.

Ayes, all; nays, none. Motion carried.

**4. Confirmation of Bills**

Commissioner Schleih moved, seconded by Commissioner Wescott, to accept the confirmation of the September Police Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Schleih moved, seconded by Commissioner Taylor, to accept the confirmation of the September Fire Department bills.

Ayes, all; nays, none. Motion carried.

**5. Discussion, with possible action, assigning specific strategic direction goals to individual commissioners**

This will be discussed at the October 19, 2010 commission meeting.

**6. Discussion, with possible action, seek candidates from within the Stevens Point Fire Department and allow the Fire Chief to make a temporary appointment (Acting Assistant Chief) to fill the vacancy created by the absence of Assistant Chief Robert Finn**

Assistant Chief Robert Finn has been on medical leave from the Department for approximately two months and at this time there is no date set for his return to work. Chief Zinda and Assistant Chief Kujawa are unable to keep up with the workload. Chief Zinda is asking for the Commission's permission to explore appointing a union employee from the Fire Department to serve as Interim Assistant Chief. The Chief doesn't believe that this would have an impact on the overtime budget.

Commissioner Taylor supports the idea but would like more information on the selection method and any legal issues that may develop as a result of the interim appointment.

This issue will be further discussed at the October 19, 2010 commission meeting.

Commissioner Wescott moved, seconded by Commissioner Taylor, to grant preliminary approval to Chief Zinda to open a dialogue with union officials to explore the appointment of a union employee to serve as Interim Assistant Chief during Assistant Chief Finn's absence.

Ayes, all; nays, none. Motion carried.

**7. Discussion, with possible action, Stevens Point joining Plover/Whiting Metro Automatic Aid Agreement**

Chief Zinda feels it is in the best interest of the community and for the safety of all departments involved to move ahead with the Metro Automatic Aid Agreement. With the deployment of an ambulance to Plover on January 1, 2011, he feels that date would be a good time for the agreement to begin.

If Stevens Point joins Metro Automatic Aid an intergovernmental agreement will need to be signed by Plover, Whiting and Stevens Point.

All commissioners strongly support the concept of an Automatic Aid Agreement with Whiting and Plover.

Chief Zinda believes there would be no budgetary implication to join.

Commissioner Schleih moved, seconded by Commissioner Nuck, to recommend Stevens Point join the Metro Automatic Aid with Whiting and Plover beginning January 1, 2011.

Ayes, all; nays, none. Motion carried.

**8. Fire Chief's Report**

Chief Zinda reported:

- A committee, chaired by Assistant Chief Kujawa, has been formed to develop guidelines for the redeployment of a first response ambulance to the Village of Plover. This will take place on January 1, 2011. The impact of the redeployment will be monitored by the committee and reported to the Portage County Technical Team and the City Police & Fire Commission.
- Assistant Chief Kujawa, Interim Lieutenant Gemza and MPO Art Dahms will be attending the Integrated Emergency Management course in Emmetsburg, Maryland from October 25 through October 28.

Commissioner Wescott moved, seconded by Commissioner Taylor, to accept the Fire Chief's report for September, 2010.

Ayes, all; nays, none. Motion carried.

## 9. Police Chief's Report

Chief Ruder reported:

- The Department was actively involved in the flood response during the weekend of September 24, 2010. Officers monitored the rising waters and the onlookers near the waterway to ensure their safety. Staffing in the dispatch center was increased to answer the influx of calls related to the flooding.
- Keg registration started in July, 2006 to assist officers in determining who purchased kegs confiscated at underage parties or illegal taverns. To date the department has provided 7,700 keg registration decals.
- The Department is currently securing in excess of a 50 gallon tote per week of medications and prescription supplies from the prescription drop-off box. The logistics of inventorying and ultimately destroying the medications have been challenging.
- Sgt. Skibba assisted the coordination of an update emergency alert system throughout the City. The audible warning system now utilizes a digital signal and locations were updated to account for new development within the City.

Commissioner Nuck moved, seconded by Commissioner Taylor, to accept the Police Chief's report for September, 2010.

Ayes, all; nays, none. Motion carried.

## 10. Administrative Director's report

Director Morris reported:

- Discussion was reopened this week with Local IAFF 484 in hopes of reaching a voluntary settlement of the 2009/2010 labor agreement. Based on these discussions it was mutually agreed to postpone the interest arbitration hearing on October 5<sup>th</sup> to a new date in November or December of this year.
- The re-started Fire Chief's recruitment process is continuing.
- Following Common Council approval, ads have been placed in Wilenet, various fire and emergency management websites through McGrath & Associates, the local papers and at city facilities announcing the recruitment to fill the Emergency Management Director position.
- The Toughbook computers will be installed in the Fire Department vehicles next week and enhanced CAD will begin by Friday, October 22<sup>nd</sup>. The ambulance Toughbooks will go on-line with enhanced CAD shortly thereafter.
- There will be an after action review for staff on October 11<sup>th</sup> to evaluate and compile suggestions for performance enhancement to the city emergency response capability following last weekend's heavy rain and flooding. The overall performance of all parties was very good and luckily there was no significant damage, injury or loss of life.

Commissioner Wescott moved, seconded by Commissioner Nuck, to accept the Administrative Director's report for September, 2010.

Ayes, all; nays, none. Motion carried.

**11. EMS Report**

No report.

**12. Adjournment**

The meeting adjourned at 5:17 p.m.