



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

December 8, 2010
4:45 p.m.

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

Also

Present: Police Chief Kevin Ruder, Fire Chief John Zinda, Mayor Halverson,
Matthew Brown, Brian Kowalski

- 2. People to be heard and announcements**

None.

- 3. Approval of Minutes – November 2, 2010 and November 10, 2010**

Commissioner Wescott moved, seconded by Commissioner Nuck, to approve the minutes of the November 2, 2010 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Nuck moved, seconded by Commissioner Wescott, to approve the minutes of the November 10, 2010 meeting.

Ayes, all; nays, none. Motion carried.

- 4. Confirmation of Bills**

Commissioner Wescott moved, seconded by Commissioner Nuck, to accept the confirmation of the November Police Department and Fire Department bills.

Ayes, all; nays, none. Motion carried.

5. Police Chief's Report

Chief Ruder reported:

- Officer Bethany Reed formally presented her letter of resignation on Tuesday, November 30, 2010. Officer Reed's last day of work will be December 18, 2010. She has been a member of the Department since January 8, 2007.
- Update on Police officer recruitment process (timeline):
 - ✓ Deadline for application submissions is December 10, 2010.
 - ✓ Entry level written examination is scheduled for January 8, 2011.
 - ✓ Initial interview panel - first week of February, 2011
 - ✓ Field training supervisor ride-along evaluations – 2nd and 3rd week of February, 2011
 - ✓ Interview with Chief of Police/Assistant Chiefs – end of February, 2011
 - ✓ Interviews before the Police and Fire Commission – March 2011 meeting
 - ✓ Conditional offer of employment – March 2011
- Nick Proulx, a dispatcher hired on August 2, 2010, presented a letter of resignation (effective immediately) on November 30, 2010. A request to fill the vacancy was submitted and approved by the Mayor. The request will be forwarded to the Personnel Committee for approval and finally to the City Council.
- Assistant Chief Ron Carlson submitted a written notice of retirement effective December 30, 2010.

Commissioner Wescott moved, seconded by Commissioner Nuck, to approve the Police Chief's report for November 2010. In approving the Police Chief's report the Commission grants the request to fill two sworn police officer positions (Officer Reed, Assistant Chief Carlson). The Commission also approves the Chief to begin the promotional processes of Police Sergeant and Assistant Chief and also authorizes the start of a dispatcher hiring recruitment.

Ayes, all; nays, none. Motion carried.

6. Fire Chief's Report

Chief Zinda reported:

- The new labor agreement between IAFF Local 484 and the City of Stevens Point has been ratified and is awaiting final review by both parties. When the Assistant Chiefs return from leave in 2011, the chief will work with them to develop a written test for the upcoming promotions to lieutenant. There are currently four vacant lieutenant positions that are being filled on an interim basis. The new promotional process is comprehensive and should be completed sometime in the first half of next year.

- The Chief received preliminary notification from FEMA the Department will be awarded a 2010 Assistance to Firefighters Grant in the amount of \$58,900.00. The grant was written by Assistant Chief Kujawa for GIS response software.

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

Ayes, all; nays, none. Motion carried.

7. Discussion, with possible action, 2010 Assistance to Fire Fighters Grant

Commissioner Wescott moved, seconded by Commissioner Nuck, to approve acceptance of the Assistance to Fire Fighters Grant from FEMA. The City's match portion of the grant would be 10%, or \$5,890.00.

Ayes, all; nays, none. Motion carried.

8. Adjourn into closed session (approximately 5:30 p.m.) pursuant to Wis. Stats. Section 19.85 (1) (c) for updates on the Emergency Incident Response Support Services Staff Liaison/PFC and Fire Chief Candidate status for advancement in the selection process

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

Ayes, all; nays, none. Motion carried.

9. Reconvene into open session (7:25 p.m.)

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

Ayes, all; nays, none. Motion carried

10. Discussion, with possible action, conditional offer of employment to Director Emergency Incident Response Support Services Staff Liaison/PFC

No action was taken.

11. Adjournment

The meeting adjourned at 7:30 p.m.