

## City of Stevens Point Meeting Minutes

### Police and Fire Commission

Tuesday, February 3, 2009, 4:33 p.m. Present: Commissioners Meyer, Nuck, Rice, Schleibs and Taylor

Also Present: Administrative Director Jeff Morris, Fire Chief John Zinda, Police Chief Kevin Ruder, Mayor Andrew Halverson, Alderperson Randy Stroik

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2. People to be heard and announcements

None.

3. Approval of Minutes - January 20, 2009

Commissioner Nuck moved, seconded by Commissioner Taylor, to approve the minutes of the January 20, 2009 meeting.

Ayes, all; nays, none. Motion carried.

4. Confirmation of Bills

Commissioner Rice moved, seconded by Commissioner Nuck, to accept the confirmation of the January 2009 Police Department bills.

Ayes, all; nays, none. Motion carried.

Commissioner Nuck moved, seconded by Commissioner Rice, to accept the confirmation of the January 2009 Fire Department bills.

Ayes, all; nays, none. Motion carried.

The Commission commended Chief Ruder for his initiative to develop a committee representing a cross section of the department that will focus on Police Department's expenditures, cost control/saving ideas, and service enhancements. The committee's charge - all implemented plans must at a minimum support the Department's current strategic plan for reducing crime and increasing public safety. In the long run the implemented idea should have a high likelihood to improve the strategic effort.

5. Police Chief's Report

Chief Ruder reported on the progress of his goals for 2009 discussed at the meeting of January 20, 2009:

- **Goal 1: Assure the coordination of sharing the vision of the Strategic Plan to all members of the Department. Progress:** Shared with the Department an email restating the Department's vision and the Chief's goals for the department for 2009. The Chief plans to meet with each member of the Department individually. Following the individual meetings the Chief plans to meet with each work group to jointly develop their plans to actualize the Strategic Vision Plan within each work group.
- **Goal 2: Develop a committee involving a cross section of the Department to discuss the current spending plan. Progress:** In the month of February assistance was sought from members of the Department willing to allocate their time to meet and discuss ways and methods to better improve the efficiencies and effectiveness of the Department. The chief has heard from several department members interested in serving on this committee.
- **Goal 3: Develop a formalized partnership between the Police Department and the community. Progress:** The goal has been shared with officers assigned to patrol to prepare them for coordinating listening sessions within their assigned patrol areas. The chief has been introduced to community outreach groups such as the Portage County Tavern League and the Landlord Association. The Chief has also requested an opportunity to be a guest on Mayor Halverson's cable access show to discuss the direction of the Police Department and the newly implemented Code Red Program.

Commissioner Meyer moved, seconded by Commissioner Taylor to approve the Police Chief's Report for January 2009.

6. Fire Chief's Report

Chief Zinda reported:

- **Work is in progress to rewrite the Department's Standard Operating Procedures to reflect the Stevens Point EMS/Fire/Rescue Department restructuring.**
- **The Chief will be developing deployment and fire ground standard operating procedures in preparation for implementation of the initial aid agreement.**
- **An order has been placed for a 75 foot Pierce ladder truck and a 100 foot Pierce truck with an anticipated delivery date of September.**
- **Interviews are completed and the 2009 entry level eligibility list is awaiting the commission's approval.**
- **On January 1 the Department converted its EMS records management software from Zoll to Image Trend.**
- **The Chief is working with MSTC to set up a Certified Fire Officer I course for the captains and acting captains. This training is required by the Department of Commerce.**

Commissioner Nuck moved, seconded by Commissioner Taylor, to approve the Fire Chief's Report for January 2009.

Ayes, all; nays, none. Motion carried.

7. Administrative Director's Report

Director Morris reported:

- **The District Attorney's office completed its review of the fatal shooting of Michael Baker on November 8, 2008 by Officer Michael Rottier. It was determined the shooting was justified.**
- **The first session of Fire Union bargaining will be held on February 12th, 2009 at 11:00 in the City Conference Room.**

8. Discussion with possible action, review of Police and Fire Commission Administrative Policies - Sections 2 and 3

Several minor changes were made to Sections 2.01, Budget Accountability; Section 3.05, Compensatory and Overtime for Non-Represented

Personnel; Section 4.05, Union Grievances; Section 5.03, Performance Evaluations; Section 5.05, Requests for New Positions and Promotions and Section 6.01, City-Owned Vehicles; Mileage Reimbursement.

Director Morris will make changes to the above sections.

Commissioner Nuck moved, seconded by Commissioner Taylor, to accept revisions and review the Administrative Procedures late in 2009.

Ayes, all; nays, none. Motion carried.

9. Adjournment

The meeting adjourned at 6:40 p.m.

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