

## City of Stevens Point Meeting Minutes

### Police and Fire Commission

Tuesday, March 3, 2009, 4:31 p.m. Present: Commissioners Meyer, Nuck, Rice, Schleihs 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

Commissioner Meyer reported that the technical team that meets to work on the ambulance contract has met three or four times to date. He feels the discussions are very cordial and very productive.

Director Morris reported that Code Red was utilized for the first time on February 26th. All feedback about the system has been positive.

3. Approval of Minutes - February 3, 2009

Commissioner Meyer moved, seconded by Commissioner Taylor, to approve the minutes of the February 3, 2009 meeting.

Ayes, all; nays, none. Motion carried.

4. Confirmation of Bills

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

Ayes, all; nays, none. Motion carried.

Commissioner Meyer moved, seconded by Commissioner Taylor, to accept the confirmation of the February 2009 Fire Department bills.

Ayes, all; nays, none. Motion carried.

5. Police Chief's Report

Chief Ruder reported:

- **On February 17, 2009 the Stevens Point Police Department's Citizen Police Academy met for the first time. Participants include three police chaplains, six spouses of police officers, two parents of police officers and one employee from Portage County Emergency Management. There have been three classes held to date and the reviews from the participants have been positive.**
- **The radio tower constructed in Goerke Park to improve radio communications throughout the city is now complete. Field tests have confirmed that radio communications have dramatically improved in the outlying areas of the city.**
- **The Department received nine volunteers to participate in the work committee addressing the Department budget. Participation will be reduced to seven committee members, each representing a division within the Department. The first meeting will be tentatively scheduled for the third week of March.**
- **This past year Lt. Brian Kudronowicz worked with Transit Manager Susan Lemke and UWSP Student Government to develop a late night bus service to reduce the number of complaints related to university pedestrian traffic and to improve pedestrian safety.**
- **The Department utilized Code Red for the first time on February 26, 2009.**

Commissioner Meyer moved, seconded by Commissioner Taylor to approve the Police Chief's Report for February 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.**
- **An agreement has been reached with the Village of Plover and the Plover Fire Department to provide an engine company to all full MABAS alarms in the City of Stevens Point.**
- **The Chief was notified by FEMA that they will not be able to fund either of the grants applied for by the Fire Department in 2008.**
- **The initial screening of the new applicants is complete. Chippewa Valley Technical College is conducting the written and physical ability testing of all qualified candidates and their scores will be forwarded to the Department in early May. Interviews will follow in mid to late summer.**
- **On January 1st 2009 the Department converted the EMS records management software from Zoll to Image Trend. Chief Zinda provided a copy of the February 2009 sample report to the commission.**
- **The Chief scheduled a Certified Fire Officer I course for the captains and acting captains within the Department. This is training that is required by the Department of Commerce. Assistant Chief Kujawa scheduled the following training for all paramedic personnel: Pediatric Advanced Life Support. Assistant Chief Robert Finn scheduled the following training for all personnel: Drager thermal imaging camera operations and techniques; WPS first responder procedures and safety when working with power lines and natural gas; and Canadian National RR Operations Level Hazmat dealing with railroad emergencies.**
- **Chief Zinda read a letter from Colonel Henry Heard commending Firefighter Tom Wastart for his service in Iraq.**

Commissioner Meyer moved, seconded by Commissioner Rice, to approve the Fire Chief's Report for February 2009.

Ayes, all; nays, none. Motion carried.

7. Administrative Director's Report

Director Morris reported:

- **A discussion was held on official expiration appointment dates for commissioners. The Director asked the commission members to contact him**

directly to discuss commission status.

- **Updating the Rules and Regulations of the Stevens Point Police and Fire Commission is complete and a copy was provided in the packet. No further agenda action on this document is necessary at this time. This will be placed on the agenda for review at the November 2009 regularly scheduled commission meeting.**
- **Assistant Fire Chief Robert Finn presented a request to Fire Chief Zinda to be placed on the March agenda for consideration of an extension of his waiver to comply with the current residency requirement that is part of his position description. Following discussion with the Mayor, Liaison Meyer and Commission President Schleih's it was decided not to place the matter on the agenda. The Director will meet with Bob to deliver a letter indicating there is no support of an extension of the waiver and that Assistant Chief Finn must be in compliance no later than April 30th of 2009.**
- **Lt. Ed Eggleston has given the Director written notice via e-mail he will be retiring from the Police Department effective April 17th. Further details will be given relating to a retirement celebration as they become known.**
- **The Attorney representing Liberty Mutual Insurance and the City in the event of any civil litigation arising from the Rottier/Baker incident has been given the complete file for the events and is reviewing the information.**
- **The City used the Code Red system to notify all citizens of the snow emergency that was declared on Thursday, February 26th to deal with the snow removal issues arising from the anticipated heavy snow accumulation from Thursday night's storm. In 10 minutes over 5,670 calls were successfully completed out of 8,681.**
- **Fire bargaining has begun. One session has been held and the process is on-going.**
- **The process of expanding automatic aid in response to fire incidents and renewing the ambulance contract with Portage County is proceeding very well.**

Commissioner Taylor moved, seconded by Commissioner Meyer, to approve the Administrative Director's Report for February 2009.

Ayes, all; nays, none. Motion carried.

#### 8. Adjournment

The meeting adjourned at 6:00 p.m.

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