

City of Stevens Point Meeting Minutes

Police and Fire Commission

August 4, 2009, 4:30 p.m. Present: Commissioners Nuck, Rice, Schleih

Commissioner Taylor, excused

Also Present: Administrative Director Jeff Morris; Fire Chief John Zinda; Mayor Andrew Halverson; Fire department personnel: David Art Dahms, Jodi Baganz; Meredith Thorn, Stevens Point Journal

Index of these minutes:

2. People to be heard and announcements
 3. Discussion of Fire Department grievances regarding: shift supervision with two captains off, ICS Chain of Command Memorandum, Denial of pay for Dahms attendance at mandatory Fire Officer 1 training and denial of pay for Moody attendance at mandatory Fire Officer 1 training.
 4. Adjourn into closed session (approximately 5:15 p.m.) pursuant to Wis. Stats. Sec. 19.85 (1) (c) and (e) for the following: a. Fire Department grievance - shift supervision with two captains off b. Fire Department grievance - ICS Chain of Command memorandum c. Fire Department grievance - denial of pay for Dahms attendance at mandatory Fire Officer 1 training. d. Fire Department grievance - denial of pay for Moody attendance at mandatory Fire Officer 1 training. e. Collective bargaining strategy regarding Collective Bargaining Agreement between City/Local 484 2009/2010 contract
 5. Reconvene into open session (approximately one hour after adjourning into closed session) for possible action.
 6. Approval of Minutes - July 7, July 15, July 23
 7. Confirmation of bills
 8. Accept Police and Fire Commission strategic direction plan with long-term objectives
 9. Schedule another retreat to develop a detailed plan for teamwork meetings
 10. Fire Chief status - current and future hiring plan
 11. Adopt flow chart for Fire Department strategic plan, internal and external survey
 12. Police Chief's Report
 13. Fire Chief's Report
 14. Administrative Director's Report
 15. Adjournment
 2. People to be heard and announcements
- None.

3. Discussion of Fire Department grievances regarding shift supervision with two captains off, ICS Chain of Command Memorandum, Denial of pay for Dahms attendance at mandatory Fire Officer 1 training and denial of pay for Moody attendance at mandatory Fire Officer 1 training
J. B. Moody was unable to attend the meeting so his grievance will be heard at the regularly scheduled September 1, 2009 meeting.

Art Dahms and Jodi Baganz presented oral explanations for the following grievances: shift supervision with two captains off, ICS Chain of Command and denial of pay for Dahms attendance at mandatory Fire Officer 1 training.

Chief Zinda presented information in support of his denial of the grievances.

4. Adjourn into closed session (approximately 5:15 p.m.) pursuant to Wis. Stats. Sec. 19.85 (1) (c) and (e) for the following:
 - a. Fire Department grievance - Shift supervision with two captains off
 - b. Fire Department grievance - ICS chain of command memorandum
 - c. Fire Department grievance - denial of pay for Dahms attendance at mandatory Fire Officer 1 training
 - d. Fire Department grievance - denial of pay for Moody attendance at mandatory Fire Officer 1 training
 - e. Collective bargaining strategy regarding Collective Bargaining Agreement between city/Local 484 2009/2010 contractsPresident Schleih moved, seconded by Commissioner Nuck, to adjourn into closed session.

Ayes: Nuck, Rice, Schleih

Nays, none. Motion carried

5. Reconvene into open session (approximately 1 hour after adjourning into closed session) for possible action.
Commissioner Rice moved, seconded by Commissioner Nuck, to reconvene into open session for possible action.

Ayes: Nuck, Rice, Schleih

Nays, none. Motion carried

President Schleih moved, seconded by Commissioner Rice, to sustain Fire Chief John Zinda's denial of the grievance regarding shift supervision with two captains off.

Ayes: Nuck, Rice, Schleih

Nays, none. Motion carried

Commissioner Rice moved, seconded by President Schleih, to sustain Fire Chief John Zinda's denial of the grievance regarding ICS Chain of Command.

Ayes: Nuck, Rice, Schleih

Nays, none. Motion carried

President Schleih moved, seconded by Commissioner Nuck, to sustain Fire Chief John Zinda's denial of the grievance regarding denial of pay for Dahms attendance at Mandatory Fire Officer 1 training.

Ayes: Nuck, Rice, Schleih

Nays, none. Motion carried

6. Approval of minutes - July 7, July 15, July 23

Commissioner Nuck moved, seconded by President Schleih, to approve the minutes of the July 7, 2009 meeting.

Ayes, all; nays, none. Motion carried.

President Schleih moved, seconded by Commissioner Nuck, to approve the minutes of the July 15, 2009 meeting. The adjournment time of 11:40 a.m. will be added to the minutes.

Ayes, all; nays, none. Motion carried.

Commissioner Rice moved, seconded by Commissioner Nuck, to approve the minutes of the meeting of July 23, 2009. The adjournment time of 2:45 p.m. will be added to the minutes.

Ayes, all; nays, none. Motion carried.

7. Confirmation of Bills

Commissioner Nuck moved, seconded by Commissioner Rice, to accept the confirmation of the July 2009 Police Department bills. Ayes, all; nays, none. Motion carried.

Commissioner Rice moved, seconded by President Schleih, to accept the confirmation of the July 2009 Fire Department bills. Ayes, all; nays, none. Motion carried.

8. Accept Police and Fire Commission strategic direction plan with long-term objectives

Commissioner Nuck moved, seconded by Commissioner Rice, to accept the Police and Fire Commission strategic direction plan with long-term objectives with the following corrections:

The mission statement will be amended as follows: "The Mission of the Stevens Point Police and Fire Commission is to guide the direction of public safety and to assure the quality of life in our community."

Long-term Objective Number 2 shall be titled Improve Awareness/Knowledge and shall read: "Provide citizens' access with accurate and timely information on PFC objectives. Be responsive to community needs and increase peoples understanding of public safety services."

Ayes, all; nays, none. Motion carried.

9. Schedule another retreat to develop a detailed plan for teamwork meetings

The next retreat is scheduled for August 13, 2009 from 12:00 p.m. to 3:00 p.m. The location will be announced.

10. Fire Chief status - current and future hiring plan

President Schleih moved, seconded by Commissioner Nuck, to extend the interim status of Chief Zinda through February 15, 2010, upon which date he will be appointed by the Commission as permanent Fire Chief until his retirement date of September 14, 2010, which is referenced in John Zinda's letter dated May 28, 2009 .

Ayes, all; nays, none. Motion carried.

President Schleih moved, seconded by Commissioner Nuck, to initiate the process of recruitment and selection of a fire chief beginning in the fall of 2009.

Ayes, all; nays, none. Motion carried.

11. Adopt flow chart for Fire Department strategic plan, internal and external survey

Director Morris met with Gary Itzkowicz today to discuss the possibility of conducting an internal and external survey as it relates to the Fire Department. Director Morris is requesting Mr. Itzkowicz appear at the September 1st Police and Fire Commission meeting to discuss the options for conducting the surveys.

12. Police Chief's Report

Chief Ruder reported via a written report:

- **Due to the success of the prescription drug drop off box a meeting with representatives of various agencies from Wood and Portage County met** to discuss disposal efforts. A joint grant between the two counties is being written to offset the high costs of disposing the controlled substances.
- **The Budget Work Committee met on July 8, 2009 and presented final proposals.** Lt. Kudronowicz reported during his proposal that parking tickets can now be paid on-line via credit card. According to Clancy Parking Systems, departments who have provided credit card payment options have seen 40% of their tickets paid on-line.
- **The Department received verbal communication that the CHRPS grant has not been approved at this time.**
- **Budget preparation for 2010 is in the process with initial proposals of capital budget requests submitted to the Treasurer's Office.**

President Schleih moved, seconded by Commissioner Nuck, to approve the Police Chief's Report for July 2009.

Ayes, all; nays, none. Motion carried.

13. Fire Chief's Report

Chief Zinda reported:

- **The preliminary work on the 2010 operational budget is underway.** A key component will once again be training. The Department is placing special emphasis on the mandated training needs which will include Certified Apparatus Operator Pumper and Aerial, EMT intermediate and paramedic refresher, ambulance and fire apparatus EVOC.
- **Interviews are scheduled for Monday, August 31st for firefighter/paramedic applicants.** The interview panel will consist of Director Morris, the Assistant Chiefs and Chief Zinda.
- **On the afternoon of the 17th of July on-duty B shift from the Stevens Point Fire Department celebrated and had lunch with the tenants and family members of Oakridge Senior Living Center.** The Department was invited in thanks for the assistance the Department has provided in EMS and fire protection.
- **The county approved the purchase of a new ambulance for delivery in 2010.** Assistant Chief Kujawa will be writing specifications to meet the needs of the Department's EMS paramedic mission in the field.

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

Ayes, all; nays, none. Motion carried.

14. Administrative Director's Report

Director Morris reported:

- **The Director is working with the Commission towards the development of a Strategic Direction Plan for both the Police Department and Fire Department.** Two retreats were held in July to develop a plan for consideration by the Commission at a future date.

Commissioner Nuck moved, seconded by Commissioner Rice, to approve the Administrative Director's Report for July 2009.

Ayes, all; nays, none. Motion carried.

15. Adjournment

The meeting adjourned at 7:19 p.m.

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