

Meeting Minutes

Police & Fire Commission Minutes

December 9, 2003, 4:33 p.m. Roll Call Commissioners Boylan, Judy, Meyer and Taylor

Also Present Police Chief Carpenter, Fire Chief Barnes, Mayor Gary Wescott, Alderperson Jack Barr, Lt. Kevin Ruder, Jake Holsclaw, Joe Miller, Joe Desorcy, Fire Department personnel: Jodi Baganz, Dennis Flanigan, Todd Becken, Tracy Aldrich, Tracey Kujawa, Scott Rifleman, Larry Pingel, Joe Gemza

Index of these Minutes:

2. People to be heard and announcements

Sgt. Mike Meronek's retirement gathering December 19, 2003 at 10:00 a.m. in Conference Rooms A & B

3. Adjourn into EXECUTIVE SESSION (approximately 4:32 p.m.) pursuant to Wis. Stats. section 19.85 (1) (b), (c) and (e) for the following:

a. Interview recommendation, with possible action, of promotion to Deputy Fire Chief

b. Update, with possible action, on the police chief recruitment process.

c. Police and Fire Department personnel issues

d. Annual performance evaluations of the Police and Fire Chiefs

4. Reconvene into OPEN SESSION (approximately 4:50 p.m.) for possible action on items 3(a), 3(b) and 3(c).

5. Presentation: Effects of 12 hour patrol shift schedule by Chief Carpenter and Lt. Ruder

6. Public safety budget discussions

7. Approval of Minutes - November 11, 2003

8. Confirmation of Bills

9. Update on police officer recruitment process

10. Police Chief's Report

11. Fire Chief's Report

12. Adjournment

People to be heard and announcements

There will be a retirement gathering for Sgt. Mike Meronek on Friday, December 19th, 2003 in Conference Rooms A and B of the Police Department. Cake and coffee will be served. Everyone is invited.

Tracy Aldrich, President of the Stevens Point Fire Fighters Association, started a lengthy presentation regarding the Fire Department budget and related overtime issues. Commissioner Judy directed that Aldrich discontinue the presentation due to its length and appropriateness to be scheduled as an agenda item at the regular January 2004 meeting. Mayor Wescott indicated that due notice will give the Alder people ample opportunity to schedule to attend the meeting.

Closed Session

Adjourn into EXECUTIVE SESSION (approximately 4:32 p.m.) pursuant to Wis. Stats. ss. 19.85 (1) (b), (c) and (e) for the following:

a. Interview recommendation, with possible action, of promotion to Deputy Chief.

b. Update, with possible action, on the police chief recruitment process.

c. Police and Fire Department personnel issue.

d. Annual performance evaluations of the Police and Fire Chiefs.

Commissioner Boylan, yes

Commissioner Judy, yes

Commissioner Meyer, yes

Commissioner Taylor, yes

Ayes, all; nays, none. Motion carried.

Open Session

Reconvene into open session (approximately 4:50 p.m.) for possible action on items 3(a), 3(b) and 3(c).

Commissioner Boylan, yes

Commissioner Judy, yes

Commissioner Meyer, yes

Commissioner Taylor, yes

Ayes, all; nays, none. Motion carried.

Item No. 3 (a): Interview recommendation, with possible action, of promotion to Deputy Fire Chief

Commissioner Meyer moved, seconded by Commissioner Boylan, to approve the promotion of Tracy Kujawa to Deputy Chief at the Stevens Point Fire Department.

Ayes, all; nays, none. Motion Carried.

Presentation: Effects of 12 hour patrol shift schedule by Chief Carpenter and Lt. Ruder

Lt. Kevin Ruder gave a presentation concerning the 12 hour patrol shift schedule and the impact on Police Department operations to date. Advantages include increased manpower available per shift, officer satisfaction, noticeable reduction in the use of sick leave and, when compared to the 2001 and 2002 overtime hours incurred, the 12 hour schedule has reduced incurred overtime in 2003 approximately \$20,000 for the seven month period to date.

The Commission and Mayor commended the Department for the analysis and quality of the presentation.

Public Safety Budget Discussions

No discussion.

Approval of Minutes

Commissioner Taylor moved, seconded by Commissioner Meyer, to approve the minutes of the November 11, 2003 meeting.

Ayes, all; nays, none. Motion carried.

Confirmation of Bills

Commissioner Boylan moved, seconded by Commissioner Meyer, to approve the confirmation of the November 2003 bills.

Ayes, all; nays, none. Motion carried.

Update on police officer recruitment process

The Department sent out approximately 162 police officer applications. To date 32 applications have been placed on file for processing. The WCCTS police officer written exam is scheduled for January 10, 2004. A tentative recruitment process time line was distributed to Commissioners.

Police Chief's Report

Chief Carpenter reported:

- **November's statistical reports were reviewed.**
- **Operational and capital budget recaps were reviewed.**
- **A conditional offer of employment has been made to Steven Spath. Mr. Spath is scheduled to take medical and psychological examinations this week. Anticipated employed is the beginning of January, 2004.**
- **The Department will be posting a sergeant's promotional opportunity in the near future.**
- **With the approval of the Mayor, four adult crossing guards will receive awards at the Common Council meeting on December 15th. Two of the crossing guards have ten or more years of service with the Police Department.**
- **The Chief briefed the Commission regarding an analysis of overtime costs directly related to protecting the downtown area of Stevens Point so to maintain peace and order during early morning hours of Friday, Saturday and Sunday during the spring and fall seasons. The Department incurs more than \$25,000 of overtime each calendar year. The Chief recommends that the money allocated for special patrol in the downtown be appropriately diverted to protecting the rest of the community as the city taxpayers throughout the jurisdiction are entitled. The Department maintains a strong stance opposing the issuance of any more conditional use permits for the purpose of opening another licensed alcohol establishment in the downtown area.**

Commissioner Boylan moved, seconded by Commissioner Meyer, to approve the Police Chief's report for November, 2003.

Ayes, all; nays, none. Motion carried.

Fire Chief's Report

Chief Barnes reported:

- **Monthly statistical reports were reviewed.**
 - **Operational and capital budgets were reviewed.**
 - **The Chief called attention to the reduction of cost for the entry level Certified Physical Ability Test (CPAT) from over \$2,000 of last year to only \$450 for nine applicants.**
 - **Chief Barnes is working with the Portage County Public Safety Committee to purchase a new ambulance as part of the routine replacement plan.**
 - **The Department is completing its segment of the entry level firefighter hiring list. The Chief requested that the Commission set aside time to conduct interviews in January.**
 - **The Chief provided a spreadsheet showing actual sick time usage of his Department year to date. When the documented long term events such as Federal Family Medical Leave and surgeries are removed, sick time usage is only 1.3 days per person, per year.**
 - **The Chief reported that the City Personnel Committee supported his request for a starting pay of \$50,750.00 for the new Deputy Fire Chief.**
- Commissioner Meyer moved, seconded by Commissioner Boylan, to approve the Fire Chief's report for November, 2003.

Ayes, all; nays, none. Motion Carried.

Adjournment

The meeting adjourned at 6:13 p.m.

The meeting minutes reproduced on this website are derived from the computer files used to produce the official minutes for the City of Stevens Point, but are unofficial. The minutes on this web site cannot be certified under s. 889.08, Wis. Stats., and cannot be considered prima facie evidence under s. 889.04, Wis. Stats. Certain tables, maps, and other documents that are a part of the official minutes are not included in the files reproduced on this website. Please consult the printed minutes, available in the City Clerk's Office, for the official text. The decisions made by City of Stevens Point boards, committees, and commissions (other than the Police & Fire Commission) are advisory only and are not binding on the city until affirmed at a meeting of the Common Council. Some of the minutes on this web site might not be approved by the Common Council as of today.

Bottom of Form