

Meeting Minutes

Police & Fire Commission

April 14, 2003, 4:30 p.m. Roll Call Commissioners Boylan, Fandre, Judy, Meyer and Taylor

Also Present Police Chief Carpenter, Fire Chief Barnes

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 11. Approval of January 24, 2003 minutes from joint PFC & Portage County Public Safety Committee
 12. Discussion, with possible action, Health Insurance Portability and Accountability Act (HIPAA) agreement with Portage County
 13. Discussion, with possible action, signing of Ambulance Mutual Aid Agreements with:
 - a. Higgins Ambulance
 - b. Waupaca Area Ambulance
 14. Fire Chief's Report
 15. Adjournment
2. Adjourn into Closed Session (4:31 p.m.)

Adjourn into Closed Session (4:01 p.m.)

Commissioner Taylor moved, seconded by Commissioner Fandre, to adjourn into closed session pursuant to Wis. Stats. secs. 19.85(1) (c) and (f) for a discussion, with possible action, regarding Police/Fire management pay.

Commissioner Boylan, yes
Commissioner Fandre, yes
Commissioner Judy, yes
Commissioner Taylor, yes

Ayes, all; nays, none. Motion carried.

3. Reconvene into Open Session (4:15 p.m.)

Commissioner Fandre moved, seconded by Commissioner Boylan, to reconvene into open session for possible action.

Commissioner Boylan, yes
Commissioner Fandre, yes
Commissioner Judy, yes
Commissioner Taylor, yes

Ayes, all; nays, none. Motion carried.

Commissioner Boylan moved, seconded by Commissioner Fandre, to support the Fire Chief's moving Deputy Chief Koback to midpoint in accordance with the standard city policy and that we again repeatedly ask the city to, at their earliest convenience, review the city's pay plan and make it more equitable across the board for not just the police and fire departments, which are in our jurisdiction, but for all the departments in which management is getting short shifted as they try to move forward in their career.

Ayes, all; nays, none. Motion carried.

THE COMMISSION PLACES ON RECORD THE FOLLOWING DISCUSSION INFORMATION REGARDING THE AFOREMENTIONED MOTION:

Chief Barnes recommended consideration of management pay plan adjustments which would in effect provide a ladder or steps between the rigid and seemingly inflexible base, midpoints and high points provided for in the city pay plan. The Commission recognizes that the current city pay plan provides poorly for opportunities to recognize management for quality performance other than mid or high point; the former possible at 4 - 6 years and the latter at 20 or so years, and/or annual adjustments coincidental with union pay actions.

The commission again goes on record that the city must re-examine and modernize the city pay plan. The current pay plan provides little or no incentives to top quality management personnel including the chiefs and division heads and management level personnel in general. The Commission recognizes the efforts of the Mayor and Council who have approved starting fire and police management salaries above midpoint in response to the need for:

Market equity for outside hires, and/or

To ensure in-house promotions to management rank would have a salary appropriate for the new position's responsibilities and that person's non-management salary.

In both instances, however, movement to midpoint in the current pay plan may result in a nominal increase in salary.

The Commission is also cognizant that the city undoubtedly faces severe budget and/or salary adjustments as a consequence of the current/expected state-wide budget crisis. To be fiscally responsible this may obviate pay increases for all city personnel and/or as other drastic budget cuts/changes.

Nevertheless, the city pay plan must be revisited to bring market and social equity to the pay structure of management personnel of all units.

4. People to be heard and announcements

Chief Carpenter played a videotape which was created by Crime Prevention Officer Martin Skibba and TC Coordinator John Quirk. The three minute video is currently used as a recruitment tool at job fairs. The Commission suggested the video be broadcast on Channel 3 and commended Officer Skibba and John Quirk for a job well done.

5. Approval of Minutes

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve the minutes of the March 11, 2003 meeting.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Boylan moved, seconded by Commissioner Fandre, to approve the confirmation of the March 2003 bills.

Ayes, all; nays, none. Motion carried.

7. Discussion, with possible action, request for Police Department employee to attend out of state training

Commissioner Boylan moved, seconded by Commissioner Taylor, to approve Sgt. Mike Meronek attending the Mid-States Organized Crime conference September 8 - 11, 2003 in Springfield, Illinois.

Ayes, all; nays, none. Motion carried.

8. Discussion, with possible action, purchase of police vehicle

Commissioner Taylor moved, seconded by Commissioner Boylan, to approve the purchase of two Ford Crown Victoria police vehicles.

Ayes, all; nays, none. Motion carried.

9. Police Chief's Report

Chief Carpenter reported:

- **March's statistical reports were reviewed.**
- **Operational and capital budget recaps were reviewed.**
- **Bike patrol started April 14, 2003.**
- **The PSL selection process for P. J. Jacobs Junior High School is underway.**
- **The Police Department leased another Harley Davidson motorcycle for \$1.00 for 2003. Harley Davidson pays for the maintenance and delivery of the motorcycle.**
- **Human Services and the United Way are reviewing AODA issues in Portage County to develop a comprehensive plan. Twelve organizational meetings are planned. The Department will be represented by Officer Martin Skibba.**
- **The radar trailer is out. The placement of the trailer will be determined by officers' observations of need, complaints and requests.**
- **The 4/4, 12 hour patrol schedule will begin on May 1st.**
- **The Police Department started a new credit card bond posting program. The Chief believes this will increase collections and decrease the number of court cases. Officer Kratzke is commended for the superb job he is doing in his role as Court Officer.**
- **The Chief briefed the Commission on HOMELAND security checks and the reporting process in place by the Department.**
- **The Police Department will adjust overtime night parking practices from May 23rd through September 2nd.**

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

Ayes, all; nays, none. Motion carried.

Recommendation that the City of Stevens Point amend the Revised Municipal Code, Chapter 6.07

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve the revision of Municipal Code, Chapter 6.07 as presented.

Ayes, all; nays, none. Motion carried.

10. Approval of January 24, 2003 minutes from joint PFC & Portage County Public Safety Committee

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve the minutes as presented.

Ayes, all; nays, none. Motion carried.

11. Discussion, with possible action, Health Insurance Portability and Accountability Act (HIPAA) agreement with Portage County

Commissioner Meyer moved, seconded by Commissioner Taylor, to approve the agreement as presented.

Ayes, all; nays, none. Motion carried.

12. Discussion, with possible action, signing of Ambulance Mutual Aid Agreements with Higgins Ambulance and Waupaca Area Ambulance

Commissioner Boylan moved, seconded by Commissioner Taylor, to approve the mutual aid agreements as presented.

Ayes, all; nays, none. Motion carried.

13. Fire Chief's Report

Chief Barnes reported:

- **Monthly statistical reports were reviewed.**
- **Operational and capital budgets were reviewed.**
- **The Chief updated the Commission on Brian Spence's tentative return to work date of June.**

- The Quint is now back.
- Chief Barnes has volunteered to review applications for the Assistance of Firefighters Grant Program from April 28 through May 2, 2003.
- The City currently has a ban on open burning.
- By law the Fire Department must inspect every city business twice per year. The Chief is requesting a waiver from the State of Wisconsin that will allow inspections to be done once per year.

Commissioner Boylan moved, seconded by Commissioner Fandre, to approve the Fire Chief's report for March, 2003.

Ayes, all; nays, none. Motion Carried.

14. Adjournment

The meeting adjourned at 5:00 p.m.

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