

Meeting Minutes

Police & Fire Commission

November 12, 2002, 4:35 p.m. Roll Call Commissioners Boylan, Fandre, Judy, Meyer and Taylor

Also Present Police Chief Carpenter, Fire Chief Barnes, Mayor Gary Wescott, Lorna Whalen, Dr. Michael Curtis, Lisa Jakusz, Dennis Flanigan, Tracy Aldrich, Todd Becken, Michael Spencer, Dennis Zvara, Lennard Feldkamp, Jodi Baganz, Alderperson David Sowieja

Index of these Minutes:

2. Introduction of new Emergency Medical Services Director, Dr. Michael Curtis
3. Adjourn into closed session (approximately 4:20 p.m.) pursuant to Wis. Stats. sections 19.85 (1)(b), (c), (e) and (f) for the following (with possible action to follow in open session):
 - (a) Fire Department Captain interview
 - (b) Discussion on promotion to motor pump operator - Fire Department
 - (c) Discussion of Fire Department union grievance regarding City of Stevens Point Administrative Policy 2.12, Employment Terminations
 - (d) Update on police and fire union bargaining negotiations
 - (e) Discussion of Fire Department union grievance regarding captain's promotional process
 - (f) Discussion of personnel matter within the Police Department
4. Reconvene into open session (approximately 5:30 p.m.) for possible action on items 3(a), 3(b), 3(c), 3(d), 3(e) and 3(f).
5. People to be heard and announcements
6. Approval of Minutes - October 15, 2002
7. Confirmation of Bills
8. Request, with discussion and action, by Chief Barnes to approve the carryover of one week's earned vacation from 2002 to 2003
9. Fire Chief's Report
10. Police Chief's Report
11. Adjournment
2. Introduction of new Emergency Medical Services Director, Dr. Michael Curtis

Commissioner Judy introduced Dr. Michael Curtis, the new St. Michael's/Portage County EMS Medical Director. Dr. Curtis replaced Dr. Wojciehoski effective October 1, 2002. In the near future Dr. Curtis will begin meeting regularly at the Fire Department, focusing on clinical excellence and quality assurance in our Paramedic/EMS program.

3. Adjourn into Closed Session (4:20 p.m.)

Commissioner Taylor moved, seconded by Commissioner Fandre, to adjourn into closed session pursuant to Wis. Stats. secs. 19.85(1)(b), (c), (e) and (f) for the following:

- (a) Fire Department Captain interview
- (b) Discussion on promotion to motor pump operator - Fire Department
- (c) Discussion of Fire Department union grievance regarding City of Stevens Point Administrative Policy 2.12, Employment Terminations
- (d) Update on police and fire union bargaining negotiations
- (e) Discussion of Fire Department union grievance regarding captain's promotional process
- (f) Discussion of personnel matter within the Police Department

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

Ayes, all; nays, none. Motion carried.

4. Reconvene into Open Session (5:50 p.m.)

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

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

Ayes, all; nays, none. Motion carried.

Item No. 3(a): Fire Department Captain Interview

Commissioner Meyer moved, seconded by Commissioner Boylan, to approve the promotion of Dennis Flanigan to Captain at the Fire Department.

Ayes, all; nays, none. Motion carried.

Item No. 3(b): Discussion on promotion to motor pump operator - Fire Department

Commissioner Boylan moved, seconded by Commissioner Fandre, that the recommended candidate provide the Commission a written resume prior to his/her commission interview at our next regularly scheduled meeting on December 10th. The resume should cover the candidate's work history concentrating on fire and EMS service, community service and other information in order that the Commission can better understand the candidate's qualifications for this promotion.

Ayes, all; nays, none. Motion carried.

Item No. 3(c): Discussion of Fire Department union grievance regarding City of Stevens Point Administrative Policy 2.12, Employment Terminations

Commissioner Taylor moved, seconded by Commissioner Boylan, that the Commission review City Administrative Policy 2.12, Employment Terminations, to determine if the policy is consistent with the shift work operations of the Police and Fire Department. Prior to final disposition the

issue will be reviewed by the City Attorney.

Note: The Fire Union had stated that this policy had not been brought to their attention. However, the new policy was briefed during the Fire Department Executive staff meeting of January 25, 2002. See minutes of that date which were posted and discussed by Deputy Chiefs during their shift meetings.

Ayes, all; nays, none. Motion carried.

Item No. 3(d): Update on police and fire union bargaining negotiations

No action was taken.

Item No. 3(e): Discussion of Fire Department union grievance regarding captain's promotional process

No action was taken.

Item No. 3(f): Discussion of personnel matter within the Police Department

Commissioner Fandre moved, seconded by Commissioner Taylor, that the Commission, acting as the Personnel Committee for Police and Fire, take action to grant Chief Carpenter an additional vacation benefit of 1.25 days of vacation per calendar month served to take effect December 1, 2002 and the benefit is to remain in effect until the Chief's retirement from police service with the City of Stevens Point. The Chief is also authorized to carry over all earned and unused vacation time into the following calendar year(s) commencing December 1, 2002.

Ayes, all; nays, none. Motion carried.

5. People to be heard and announcements

None.

6. Approval of Minutes

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve the minutes of the October 15, 2002 meeting.

Ayes, all; nays, none. Motion carried.

7. Confirmation of Bills

Commissioner Taylor moved, seconded by Commissioner Boylan, to approve the confirmation of the October 2002 bills.

Ayes, all; nays, none. Motion carried.

8. Request, with discussion and action, by Chief Barnes to approve the carryover of one week's vacation from 2002 to 2003

Commissioner Boylan, moved, seconded by Commissioner Fandre, to approve the carryover of one week's vacation from 2002 to 2003.

Ayes, all; nays, none. Motion carried.

9. Fire Chief's Report

Chief Barnes reported:

- Monthly statistical reports were reviewed.
- Operational and capital budgets were reviewed.
- Seven applicants remain in the hiring process.
- After having some suspension upgrades completed by the manufacturer, the Chief has asked the Wisconsin Department of Transportation to provide an advisory inspection of the truck.
- Firefighter/Paramedic Mike Wheeler has been ordered to active duty status for a two week training program.
- Due to two scheduled vacations, one family medical leave and two surgical medical leaves there will be a temporary shortage on the B shift.
- There is a scheduled family medical leave in January.
- A new automatic phone dialing system has been installed in City dispatch.
- UWSP has a new fire alarm action policy.

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve the Fire Chief's report for October 2002.

Ayes, all; nays, none. Motion Carried.

10. Police Chief's Report

Chief Carpenter reported:

- Monthly statistical reports were reviewed.
- Operational and capital budgets were reviewed. The Chief suggested that any year-end balance in the overtime account, to include credits and reimbursements, be submitted to the City for consideration for credit to the reserve overtime and holiday time account. The Commission was supportive of this concept and agreed it should be done.
- Police used stop stick road spikes at the intersection of Water and Williams Saturday night to stop a pursuit involving Plover Police and Portage County Sheriff's Department as they pursued a suspected OWI who was fleeing from police. The spikes deflated 3 of 4 tires and the vehicle came to a quick stop, resulting in no other damage or injury and the arrest was made.
- The Chief reported that downtown activity was slowing down partly due to the cold weather.
- Records Administrator Helen Lee has been asked to be the lead trainer for accreditation training at Fox Valley Technical College which is hosting WILEAG (Wisconsin Law Enforcement Accreditation Group) training on December 2, 3 and 4, 2002.
- The Police Department is doing public relations work regarding protecting personal property, especially during the holiday season. The Department is currently experiencing a rash of thefts from vehicles and we need the general public to better protect their property (i.e., locking their vehicles, etc.).

- The Department received an unexpected grant from State Traffic Safety (DOT) in the amount of \$3,800.00 to be used to purchase a portable laser radar unit.
- The Police Department is in the process of applying for a "Click It, Why Risk It" grant in the amount of \$4,500.00. The soft match funds can be provided through police training. The Department is sending the three newest officers to Street Survival School to satisfy the requirement.
- The Police Chaplain's program will be formally announced at the December 10th commission meeting. Badges, jackets and polo shirts have been ordered or delivered.
- The Christmas Parade is set for 6:15 p.m. on November 21, 2002.

Commissioner Taylor moved, seconded by Commissioner Boylan, to approve the Police Chief's report for October 2002.

Ayes, all; nays, none. Motion carried.

11. Adjournment

The meeting adjourned at 6:30 p.m.

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