



Police and Fire Commission

City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

September 8, 2011
5:01 p.m.

- 1. Roll Call:** Commissioners George Hanson, Mary Taylor, Dave Schleihs and Gary Wescott

Also

Present:

Chief Kevin Ruder, Chief Tracey Kujawa, Director Sally McGinty, Mayor Andrew Halverson, Alderperson Brian Brooks, Treasurer John Schlice, Brian Kowalski – Stevens Point Journal

Fire Department employees: Matthew Zander, Victor Kedrowski

- 2. People to be heard and announcements**

None.

- 3. Adjourn into Executive session (approximately 5:05 p.m.) pursuant to Wis. Stats. Ss. 19.85 (1) (c) for the following:**

- a. Interview, recommendation of probationary firefighter/paramedic to regular status**

Commissioner Taylor moved, seconded by Commissioner Wescott, to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

- 4. Reconvene into open session for possible action.**

Commissioner Wescott moved, seconded by Commissioner Taylor, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Schleihs moved, seconded by Commissioner Hanson, to approve Matthew Zander to the rank of permanent status upon the successful completion of his probationary period.

Ayes, all; nays, none. Motion carried.

5. Approval of Minutes

Commissioner Wescott moved, seconded by Commissioner Hanson, to approve the minutes of the August 4, 2011 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Hanson moved, seconded by Commissioner Taylor, to approve the minutes of the August 9, 2011 meeting.

Ayes, all; nays, none. Motion carried.

6. Confirmation of Bills

Commissioner Wescott moved, seconded by Commissioner Schleihs, to accept the confirmation of the August 1 – 15, 2011 Police Department bills.

Ayes, all; nays, none. Motion carried.

The Fire Department bills for August will be approved at the October meeting.

7. Discussion, with possible action, Fire Chief Recruitment process

The McGraths received eight applications for the position of Fire Chief.

Director McGinty provided the commission with the applications for review. A discussion regarding the next step in the process will be held at a special meeting on September 22, 2011 at 4:00 p.m.

8. Discussion, with possible action, Fire Department 2011 overtime

Overall the 2011 Fire Department spending is within budget. Interim Chief Kujawa will continue to monitor the overtime situation.

9. Director of Emergency Management Report

Director McGinty reported:

- Megan Kropidlowksi began work in the Dispatch Center on August 22nd. She will be in training status until December.
- On August 18th the City-County Dispatch Technical Working Group briefed the City and County management teams on the results of Phase 1 of the dispatch study. The working group will prepare a Request for Proposal for a dispatch center consolidation study. The consultant will begin work in January to assist with creation of implementation plans and cost projections for consolidated dispatch for two options – under the Sheriff's Department or under other County civilian oversight.
- CodeRED was again key in locating a missing elderly person. An 87 year old man who was missing for approximately 36 hours was found when a resident, prompted by a CodeRED message, searched his property and

found the missing man. The original call was placed to 1,500 numbers. A second call went out to almost 32,000 numbers. The man was found about a half hour after the second call was launched. The city has made extensive use of CodeRED this year, using it to locate a missing man in April, to provide information to residents following the severe storm in July, and in this incident. The county will be renewing the contract with CodeRED for the next two years.

- September is National Preparedness Month. The theme is “A Time to Remember. A Time to Prepare.” Emphasis is on encouraging people to take the following steps: 1. Get a kit; 2. Make a plan; 3. Be informed.

Commissioner Wescott moved, seconded by Commissioner Hanson, to accept the Emergency Management Director’s report.

Ayes, all; nays, none. Motion carried.

10. Police Chief’s Report

Chief Ruder reported:

- The preliminary budget was submitted for review to the comptroller and mayor. Everyone on the Department was provided the opportunity to offer suggestions as related to the budget. A follow-up meeting with the mayor and comptroller has not yet been scheduled.
- With the new school year officers are providing extra patrol in school zones to slow traffic for students coming to and from school. These extra patrols will continue throughout the year.
- With the university back in session officers have been very proactive contacting residents in areas where there is a mix of student and single family housing. Officers assigned to these areas are expected to attend community meetings, such as the Old Main Association, and contact residents to identify any problems or concerns. Any residences identified as hosting or in the process of hosting large parties, officers will provide information related to criminal and civil liabilities. The new vice chancellor of student affairs, Al Thompson, has expressed the need to continue an open line of communication as it relates to student misconduct off campus.
- The 2011 session of the Emergency Services Citizen Academy began on Tuesday, September 6th. This will be the first session incorporating the Portage County Sheriff’s Department demonstrating the need to share resources in an effort to be more efficient.
- After receiving input from officers and reviewing the specs of police vehicles on the market, the Street Department has been notified the Department requests the Ford NGPI be the new patrol vehicle for 2012.
- We are developing a career development policy for the Department. The purpose of the policy is to standardize training for officers relevant to years of experience and to assist in succession planning. The policy will provide officers an outline of expectations as related to training and also be more efficient for purposes of budgeting.

Commissioner Taylor moved, seconded by Commissioner Hanson, to approve the Police Chief's report.

Ayes, all; nays, none. Motion carried.

11. Fire Chief's Report

EMS Report:

- Training: Ministry Spirit Medical Transportation Conference "Trauma Knows No Boundaries". They allowed on duty crews to attend at no cost.
- Joint training was held with UWSP athletic trainers on what each group would expect if an ambulance was needed.
- Gave a presentation at Almond Fire Station to Almond and Bancroft Emergency Medical Responders on proper packaging of a patient with a football injury.
- Each crew participated in a final walk through of the new UWSP dorm at 201 Reserve Street in order to be acquainted with the building and its lay out.
- Water Rescue Training participated in Rapid Deployment Craft evolutions on best methods for rescue on the Wisconsin River.
- Patient Care Plans: This project is continuing to prove beneficial to all entities that are involved. One of the big benefits is the dialog that has now been established between each group so we can speak in concert and keep the messages the same.
- Technology: Testing new Tough book cradle in Medic 1. The hope is to decrease the frequency of damage to the connections to both the Tough book and the cradle. Gamber Johnson is doing this free of charge. Ambulance Tough books have started to be fitted with password screen protection to lock the computer if it sits for a period of time. This is done to enhance the commitment to protecting our patient's information.

Commissioner Wescott moved, seconded by Commissioner Schleihs, to approve the Fire Chief's report.

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 6:43 p.m.