

**CITY OF WINTER PARK  
CIVIL SERVICE BOARD  
REGULAR MEETING  
January 5, 2015**

The regular meeting of the Winter Park Civil Service Board was called to order by the Chairman Gary Brewer at 4:00 p.m. in the Community Room at the Public Safety Complex, 500 N. Virginia Avenue, Winter Park.

Present:

Gary Brewer, Chairman  
Kip Marchman, Vice-Chairman  
Bill Swartz, Chief Examiner  
Pitt Warner, Board Member

Javier Rodriguez, Police Representative  
Tod Meadors, Fire Representative

Chief Jim White  
Deputy Chief Vern Taylor

Absent: Paula Satcher, Board Member  
Chief Brett Railey

A quorum was present.

I Meeting Called to Order

Gary Brewer welcomed the newest member Pitt Warner to the board.

a. Election of Chairman, Vice-Chairman, Chief Examiner

Motion made by Mr. Swartz and seconded by Mr. Marchman to elect Mr. Brewer as Chairman. Motion carried.

Motion made by Mr. Brewer and seconded by Mr. Meadors to elect Mr. Marchman as Vice-Chairman. Motion carried.

Motion made by Mr. Marchman and seconded by Mr. Meadors to elect Mr. Swartz as Chief Examiner. Motion carried.

II. Approval of Minutes, Regular Meeting December 1, 2015

Motion made by Mr. Meadors and seconded by Mr. Swartz to approve the minutes from the Regular Meeting held on December 1, 2015. Motion carried.

III. Citizen Comments

No comments at this time.

Agenda taken out of order upon the request of Deputy Chief Taylor

IV. Police Department

c. Unit Citation

Deputy Chief Taylor presented members of the White Watch with a Unit Citation.

b. FOP Officer of the Month-November

Deputy Chief Taylor presented Detective David Graham with the FOP Officer of the Month for November.

d. Good Conduct Award

Deputy Chief Taylor presented Officer Jeancarlo Rojas with the Good Conduct Award.

a. Election Results

Motion made by Mr. Marchman and seconded by Mr. Meadors to certify the election results for the Police Department 2016 Representative. Motion Carried.

Javier Rodriguez-41

Shuvon Ligon-32

e. SOP 125- Training Standards

Lieutenant Marcum gave a brief overview and answered any questions regarding the changes regarding SOP 125-Training Standards. Motion made by Mr. Marchman and seconded by Mr. Rodriguez to approve the revisions to SOP-125-Training Standards. Motion carried.

f. SOP 224-Notice to Appear

Lieutenant Marcum gave a brief overview of SOP 224-Notice to Appear which was updated by Counsel Erin DeYoung in order to be in compliance with Florida State Statute and includes a new Notice to Appear form. Motion made by Mr. Swartz and seconded by

Mr. Meadors to approve the revisions to SOP 224, Notice to Appear. Motion carried.

V. Fire Department

VI. New Business

Chief White provided a copy of the 2016-2021 Strategic Plan to Board Members and asked that Board Members review and during the next meeting will address any questions or suggestions.

Chief White also stated that he will be sending out via email Standards of Cover to each Board Member.

A brief discussion was held regarding the Strategic Plan.

Chief White announced the retirement of Wally Wheaton on January 8<sup>th</sup>, after 30 years of service and Lt. Jim Knackert will retire the following week with over 30 years of service.

During the month of February Lt. Brady will retire after 39 years of service and during the month of March Engineer Jeff Hudson will retire with 35 years of service

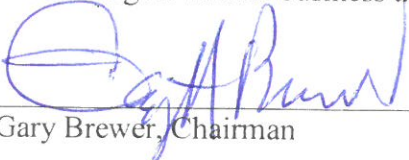
During the upcoming meeting Chief White will be asking the Board for permission to hold an exam for the position of firefighter.

VII. Old Business

Chief White thanked all that attended the Fire Department's Annual Awards Banquet.

VIII. Adjournment

There being no further business the meeting was adjourned.

  
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Gary Brewer, Chairman

Kathy Reed, Recording Secretary