

**CITY OF WINTER PARK  
CIVIL SERVICE BOARD  
REGULAR MEETING**

**March 1, 2016**

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  
Pitt Warner, Board Member  
Paula Satcher, Board Member

Tod Meadors, Fire Representative  
Javier Rodriguez, Police Representative

Chief Jim White  
Deputy Chief Vern Taylor

Absent: Bill Swartz, Chief Examiner  
Chief Brett Railey

A quorum was present.

I. Meeting Called to Order

II. Approval of Minutes, Regular Meeting February 2, 2016

Motion made by Mr. Marchman and seconded by Mr. Meadors to approve the minutes from the Regular Meeting held on February 2, 2016. Motion carried.

III. Citizen Comments

No comments at this time.

IV. Police Department

a. FOP Officer of the Month-January

Deputy Chief Taylor presented Officer Aguilera with the FOP Officer of the month for January.

b. Unit Citation

Postponed.

c. Excellent Police Duty Ribbon

Postponed

d. Distinguished Service Ribbon

Deputy Chief Taylor presented Parking Enforcement Officer Derek Tooley with the Distinguished Service Ribbon.

Deputy Chief Taylor informed Board Members on Wednesday, March 24<sup>th</sup> the Department received their Excelsior Accreditation. Board Members were each given a commemorative coin recognizing this achievement.

e. SOP 242- Baker Act Procedures

Lieutenant Marcum reviewed the revisions made to SOP 242 –Baker Act Procedures and informed Board Members that the policy has been reviewed by Legal Advisor Erin Deyoung and by Accreditation Manager Karen Gilbert. A Motion was made by Mr. Meadors and seconded by Ms. Satcher to approve the revisions made to SOP-242-Baker Act Procedures. Motion carried

V. Fire Department

a. Certify Engineers Promotional List

A copy of the Engineers Promotional List was presented to Board Members and Chief White asked that the Promotional List be certified. A Motion was made by Mr. Marchman and by Ms. Satcher to Certify the Engineers Promotional List. Motion Carried.

FF Will Wheaton to be promoted to Engineer. (At this time Engineer Wheaton was on an active callout)

Chief White asked Board Members to allow the Department to hold a Firefighters Exam on April 4<sup>th</sup>, 2016. A Motion was made by Mr. Meadors and seconded by Mr. Rodriguez to allow the Department to hold a Firefighters Exam. Motion Carried.

VI. New Business

Deputy Chief Vern Taylor announced that a Civil Service Test will be held on March 4<sup>th</sup> at 6:30 p.m. at the Community Center.

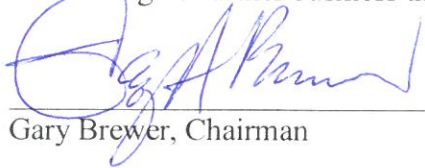
VII. Old Business

Chief White informed of the recent retirement of the longest standing member of the Winter Park Fire Department. Lieutenant Gary Brady retired on February 26<sup>th</sup> with 39 years of service. Congratulations to Lt. Brady for his many years of service to the Fire Department and to the citizens of Winter Park.

At this time, Engineer Wheaton arrived and was presented to the Board Members. Chief White informed members of the functions and duties of the engineer's position and that Engineer Wheaton will be filling his father's position who recently retired.

VIII. Adjournment

There being no further business the meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Gary Brewer", is written over a horizontal line.

Gary Brewer, Chairman

Kathy Reed, Recording Secretary