

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

November 7, 2017

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 Chief Deal's Conference Room at the Public Safety Complex, 500 N. Virginia Avenue, Winter Park.

Present:

Gary Brewer, Chairman
Kip Marchman, Vice-Chairman
Pitt Warner, Chief Examiner
Ansley Butts, Board Member
Steve Stutzer, Board Member

Tod Meadors, Fire Representative

Division Chief Richie Rodriguez
Chief Michael Deal

Absent: Javier Rodriguez, Police Representative
Chief Jim White

A quorum was present.

I. Meeting Called to Order

II. Approval of Minutes, Regular Meeting October 3, 2017

Motion was made by Ms. Butts and seconded by Mr. Marchman to approve the minutes from the Regular Meeting held on October 3, 2017. Motion carried.

III. Citizen Comments

Ms. Seybold introduced herself to the members of the board and advised of the following issues of concern that she and her neighbors are currently experiencing: lack of feeling safe in their community; Roger Trindade Homicide Case; Jennifer Fulford Homicide; Increase in Homelessness and Increase in Crime. Chief Deal and members of the board addressed the concerns of Ms. Seybold. Chief Deal further explained that the department does provide additional information through our website and also at our quarterly held Neighborhood Advisory Committee Meetings.

IV. Police Department

a. Unit Citations

Chief Deal presented Officer Wing, Officer Reneski and Officer Gerardi with a Unit Citation.

Chief Deal presented the Special Operations Unit with a Unit Citation for placing 1st in the 2017 Florida Law Enforcement Challenge for agencies with 50 - 100 sworn officers.

- b. SOP 236 Injunctions for Protection
- c. SOP 306 Eyewitness Identifications
- d. SOP 316 Investigative Funds
- e. SOP 340 Canine Unit
- f. SOP 355 Hostage Negotiation Team
- g. SOP 361 Auxiliary Officer Program
- h. SOP 141 Corrective Action
- i. SOP 343 Master Police Officer

Chief Deal introduced Captain Pam Marcum who reviewed and answered any questions pertaining to the above listed polices with board members. Motion made by Mr. Stutzer and seconded by Mr. Meadors to approve the revisions made to the above listed SOP's. Motion carried.

At this time, Chief Deal asked permission to hold a Civil Service Exam. Motion made by Mr. Marchman and seconded by Mr. Warner to allow a Civil Service Exam to be held. Motion carried. Chief Deal advised that currently the department has two openings.

Chief Deal also advised of the following reorganization of the department:

A Training Division will be created and will consist of Lieutenant Bologna and Officer Morrissey.

An Internal Investigation Division will be created and assigned to Lieutenant Roesner.

Street Crimes will add an additional two officers to their unit increasing it from two to four officers under the supervision of Sergeant T.S. Williams.

V. Fire Department

a. Off Duty Employment

Division Chief Rodriguez asked board members to certify the Off Duty Employment List provided to each of them in their packets. Motion made by Mr. Marchman and Mr. Meadors to certify the Off Duty Employment List. Motion carried.

- b. WPFD SOG 108 Internal Affairs Procedures
- c. WPFD SOG 131 Processing of Information
- d. WPFD SOG 308 HIPAA Compliance – Operations
- e. WPFD SOG 309 HIPAA Compliance – Administration
- f. WPFD SOG 501 Dispatching Communications Procedures
- g. WPFD SOG 502 Radio Communications Procedures -- Basic
- h. WPFD SOG 503 Internal Emergency Call Handling Guidelines
- i. WPFD SOG 505 Quality Control – Emergency Communications

Division Chief Rodriguez reviewed and answered any questions pertaining to the above listed policies with board member. Motion made by Mr. Meadors and seconded by Ms. Butts to approve the revisions made to the above listed policies. Motion carried.

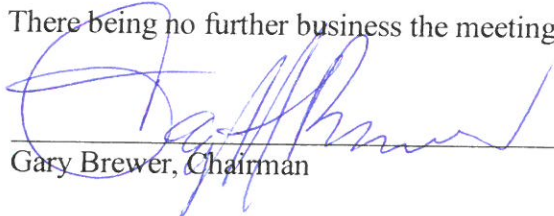
VI. New Business

VII. Old Business

At this time, a lengthy discussion was held concerning the issues raised by Ms. Seybold.

VIII. Adjournment

There being no further business the meeting was adjourned.



Gary Brewer, Chairman

Kathy Reed, Recording Secretary