



Civil Service Board Minutes

June 04, 2019 at 4:00 p.m.

Public Safety Complex/Ray Bearn Room
500 North Virginia Avenue | Winter Park, Florida

Present

Gary Brewer, Chairman

Kip Marchman, Vice-Chairman

Pitt Warner, Chief Examiner

Ansley Butts, Board Members

Javier Rodriguez, Representative

Fire Chief Dan Hagedorn

Police Chief Michael Deal

Absent

Steve Stutzer, Board Member

Tod Meadors, Fire Representative

1. Meeting called to order

2. Approval of minutes

Motion made by Mr. Warner and seconded by Ms. Butts to approve the minutes from the May 7, 2019 meeting. Motion carried.

3. Citizens Comments

None.

4. Police

a. Permanent Status Approval

Motion made by Mr. Marchman and seconded by Mr. Warner to approve the permanent status of Officer Belcore, Officer Carpenter and Officer Wiley. Motion carried

b. Certification of Lieutenant's Eligibility List

Motion made by Mr. Rodriguez and seconded by Ms. Butts to certify the Lieutenant's Eligibility List. Motion carried.

At this time, Chief Deal announced several in house changes that would require the Board's permission to upgrade the position of sergeant to lieutenant in the Community Policing Division. A motion was

made by Mr. Marchman and seconded by Mr. Warner to upgrade the Sergeant's position to Lieutenant. Motion carried.

With those changes approved, Chief Deal announced the promotion of Garvin McComie and Scott Williams to the rank of Lieutenant.

Promotion Ceremony to be held on June 13, 2019 @2:00 p.m. at the Winter Park Community Center. All are welcome to attend.

Chief Deal informed members of the board of Division Chief Bile's temporary reassignment to the Mount Dora Police Department to help assist with their day to day operations.

5. Fire Department

a. Permanent Status Approval

Motion made by Mr. Marchman and seconded by Mr. Warner to approve the permanent status of Firefighters: Todd Foll, Jacob Gercak, Brennan Moore and Mitchell Wilkerson. Motion carried.

b. Revised Standard Operating Guidelines

SOG 100-Department Standard Operating Guidelines, Revisions

SOG 101-Chain of Command and Delegation of Authority

SOG 102-Personnel Assignments, Minimum Staffing and Out of Grade

SOG 103-Daily Operations Fire Department

SOG 104-Uniform Dress Fire Department

SOG 105-Personnel Transfers

SOG 106- Employee Transfers between Fire-Rescue, Fire Administration and the Officer of the Fire Marshall

Chief Hagedorn stated that all polices have been reviewed and approved by the City's Legal Department and asked that they be approved. Motion made by Ms. Butts and seconded by Mr. Rodriguez to approve the above listed revised SOG's. Motion carried.

6. New Business

Chief Deal stated that the promotion of MPO Bill Holley to the rank of Sergeant, which the board approved during the April Civil Service Meeting will also be held on June 13, 2019.

7. Adjournment

There being no further business the meeting was adjourned.

Gary Brewer, Chairman

Kathy Reed, Recording Secretary