



Civil Service Board Regular Meeting Minutes

December 1, 2020 at 4:00 p.m.

Hybrid (in-person & virtual meeting) | Commission Chambers

Present

Gary Brewer, Chairman

Kip Marchman, Vice Chairman

Steve Stutzer, Chief Examiner

Ansley Butts, Board Member

Pitt Warner, Board Member

Javier Rodriguez, Police Representative

Tod Meadors, Fire Representative

Police Chief Michael Deal

Fire Chief Dan Hagedorn

Absent:

1. Meeting called to order

2. Approval of the November 3, 2020 Minutes

A motion was made by Mr. Warner and seconded by Mr. Meadors to approve the minutes from the November 3, 2020 Regular Meeting. Motion carried.

3. Citizens Comments

None

4. Police

a. Officers to Permanent Status/Off of Probation

Chief Deal requested Board Members to certify the Permanent Status of Officers Alvarado, Budde and Delbrey. Motion was made by Mr. Stutzer and seconded by Ms. Butts to certify the permanent status of Officers Alvarado Budde and Delbrey. Motion carried.

b. Extended Probation Period (Officer Browning)

Chief Deal requested Board Members to that certify an extension of Officer Browning's' Probation Period. Motion was made by Mr. Pittman and seconded by Ms. Butts to extend the probation period of Officer Browning. Motion carried.

Probation to be extended for two months.

5. Fire

a. SOG Revisions

- SOG 108 Internal Affairs Procedures**
- SOG 118 Apparatus Operator Requirements**
- SOG 119 Hiring Process for Firefighter EMT and Firefighter Paramedic**
- SOG 120 LT and BC Selection Process**
- SOG 121 Engineer Selection Process**
- SOG 122 Leave Time**
- SOG 125 Overtime**

Chief Hagedorn stated that the revisions that were made to the SOG's were to modernize the SOG's to be in line with the existing Collective Bargaining Agreement and basic language updates. All revisions were submitted to the labor union and were approved. At this time, Mr. Marchman inquired if the city attorney or a representative of the City had the opportunity to reviewed the above SOG's, especially SOG 108-Internal Affairs Procedures. After a brief discussion, it was decided to table SOG 108-Internal Affairs Procedures until the review process is completed by human resources and the city attorney. A motion was made by Mr. Marchman and seconded by Meadors to approve all SOG revisions with the exception of SOG 108. Motion carried.

b. Service Award

Chief Hagedorn announced the following personnel have been awarded the EMS Award.

Dispatcher Katrina Smith.

Lieutenant Michael Ulmer, Lieutenant Damien Pillay, Lieutenant Victoria Devereaux, Engineer Kevin Dixon, FF Vance Berry, FF Dudley Brearly, FF Joe Long, FF Kevin Powers, FF William Wharton and FF Brennan Moore.

6. New Business

None

7. Old Business

Mr. Brewer advised that on December 9, 2020, City Commission will appoint three new board members to begin the new term in January 2021.

Mr. Brewer advised that his appointment along with Ms. Butts and Mr. Stutzers' will expire at the end of 2020.

Mr. Brewer thanked Ms. Butts and Mr. Stutzer for their time and service as members of the Civil Service Board.

Chief Deal and Chief Hagedorn thanked all outgoing board members for their commitment and service to the Civil Service Board.

Chief Hagedorn stated that on December 3, 2020 during a scheduled work session a discussion for Capital Project Initiatives will include the fire department's proposal for a new fire training facility. A brief discussion followed regarding the necessity, cost and possible locations.

8. Adjournment

There being no further business the meeting was adjourned.



Kenneth Marchman, Chairman

Kathy Reed, Recording Secretary