

CITY OF WINTER PARK  
CIVIL SERVICE BOARD  
REGULAR MEETING  
DECEMBER 1, 2015

The regular meeting of the Winter Park Civil Service Board was called to order by the Vice-Chairman, Kip Marchman 4:00 p.m. in the Public Safety Building, Fire Training Room 500 N. Virginia Avenue, Winter Park,

Present:

Kip Marchman, Vice-Chairman  
Paula Satcher, Chief Examiner  
Johnny Jallad, Board Member  
Bill Swartz, Board Member  
Tod Meadors, Fire Representative

Chief Jim White  
Chief Brett Railey

Kathy Reed, Recording Secretary

Absent:

Gary Brewer, Chairman  
Eddie Santos, Police Representative

A quorum was present.

I. Meeting Called to Order

II. Approval of Minutes, Regular Meeting November 3, 2015

Motion made by Mr. Jallad and seconded by Mr. Swartz to approve the minutes from the Regular Meeting held on November 3, 2015. Motion carried.

III. Citizen Comments

No comments at this time.

IV. Police Department

a. FOP Officer of the Month of October

Chief Railey presented Officer Justin Vincent with the FOP Officer of the month of October, 2015.

b. New Officer

Chief Railey stated that the five new officers were sworn in on November 23, 2015 and thanked the board members for their help in expediting the process.

c. Ridin' Big Car Show/Concert

Chief Railey briefed the Board Members regarding the activities surrounding the Ridin' Big Car Show/Concert. Chief Railey thanked Chief White and his staff for the great teamwork that was displayed by both departments. No significant incidences occurred; traffic issues only. A brief discussion followed.

At this time, Mrs. Satcher thanked both the Police and Fire for the excellent job that was done during this event.

d. Accreditation Results

The Department concluded its re-accreditation process on November 20, 2015. The Assessors unanimously recommended our agency for not only Re-Accreditation, but for our Excelsior status where we join only 37 other agencies in the State of Florida in this elite class.

Ceremony will be held in January for Re-Accreditation in Punta Gorda, all board members are welcomed to attend.

e. Strategic Plan Update

Chief Railey informed Board Members that we are in the process of completing the Department's Strategic Plan. In order to complete this process, a Citizen's Advisory Committee was created and met for the first time on November 11, 2015. The Strategic Plan was given to each citizen that attended for the purpose of reviewing and informing of any recommendations during the next meeting set for December 15, 2015.

Chief will also met with our officers on December 2, 2015 to hear their recommendations as well

f. Annual Department Meeting December 17<sup>th</sup> @7:30 a.m.

Annual Department meeting to be held on December 17<sup>th</sup> at 7:30 a.m., Community Center. All are invited to attend. Chief announced that during this meeting we will be recognizing Johnny Jallad for his service to the Civil Service Board.

V. Fire Department

a. Presentation of draft Strategic Plan Document

Chief White provided a copy of the draft strategic plan to Board Members. Asked Board Members to review and send any comments via email. Chief White asked that Board Members to pay closer attention to pages 7 thru 9, regarding external stakeholders. Will be presented in January to Commission for adoption.

b. Annual Awards Banquet-6 p.m. December 3, 2015-Winter Park Community Center

Chief White invited all Board Members to attend their Annual Awards Banquet on December 3<sup>rd</sup> at the Community Center.

c. Retirement of Wally Wheaton( Not on Agenda)

Chief White announced the retirement of Wally Wheaton on January 8, 2015 after 30 years of service.

Chief White thanked Chief Railey for comments regarding his department during the Ridin' Big Show Concert.

VI. New Business

Chief Railey recommended that the board to grant permission for Lt. Volkerson to work as a consultant for a private security company. Motion was made by Mr. Jallad and seconded by Mrs. Satcher to allow Lt. Volkerson to work off-duty in the capacity as a consultant for a private security company. Motion Granted.

VII. Old Business

None

Mr. Marchman thanked Mr. Jallad for his service to the Civil Service Board. Mr. Jallad gave a brief statement.

It was determined that the Fire Department would count the votes for the 2016 Representative at this time. By a unanimous vote, Todd Meadors was chosen as the 2016 Fire Department Representative

VIII. Adjournment

There being no further business the meeting was adjourned.

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Gary Brewer, Chairman

Kathy Reed, Recording Secretary