

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

April 5, 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
Bill Swartz, Chief Examiner
Pitt Warner, Board Member
Paula Satcher, Board Member

Tod Meadors, Fire Representative
Javier Rodriguez, Police Representative

Chief Jim White
Deputy Chief Vern Taylor

Absent:

Chief Brett Railey

A quorum was present.

I. Meeting Called to Order

II. Approval of Minutes, Regular Meeting March 1, 2016

Motion made by Mr. Swartz and seconded by Mr. Marchman to approve the minutes from the Regular Meeting held on March 1, 2016. Motion carried.

III. Citizen Comments

No comments at this time.

(Agenda taken out of order)

IV. Police Department

f. Community Service Ribbon

Deputy Chief Vern Taylor presented Officer Jeancarlo Rojas with the Community

Service Ribbon Award.

a. FOP Officers of the Month-February

Deputy Chief Taylor presented Lieutenant Pam Marcum and Officer Jeff Marcum with the FOP Officer of the month for February.

c. Excellent Police Duty Ribbon

Deputy Chief Taylor presented Lieutenant Bruce Robinson with the Distinguished Service Ribbon Award.

b. Unit Citation

Deputy Chief Taylor presented members of Blue Watch with a Unit Citation.

d. Distinguished Service Ribbon

Postponed.

e. Distinguished Service Ribbon

Deputy Chief Taylor presented Evidence Technician Ed Bigley with the Distinguished Service Ribbon Award.

g. SOP 113- Use of Agency Social Media Accounts

Lieutenant Marcum reviewed the new SOP 113 –Use of Agency Social Media Accounts 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. Marchman and seconded by Mr. Rodriguez to approve SOP-113-Use of Social Media Accounts. Motion carried

h. Civil Service Test Summary

Lieutenant Pam Marcum reviewed the results of the Civil Service Test. 89-Applicants took the pre-screener, 32 were disqualified, 34 took the test and 21 passed.

Mr. Brewer inquired as to the tattoo policy and was informed that it has not been modified.

V. Fire Department

VI. New Business

On April 11th the Fire Department will be holding an entrance exam for over 400

applicants-4 sessions will be held.

Chief White stated that Phase I of construction is almost completed on the fire house located on Howell Branch Road.

Jeff Hudson will retire on April 29, 2016.

Chief White did inform Board Members that on March 2nd at 4:00 a.m. while crews were responding to a medical call, a suspect got into the fire department unit and drove a few blocks away; unit was recovered.

On May 22nd, the fire department will begin its onsite accreditation. Currently in the process of hosting a dinner for the accreditation members, information will be forthcoming. Board Members are welcomed to attend.

Pitt Warner asked about a suspicious package incident that recently occurred by his office. Chief White provided information regarding this issue.

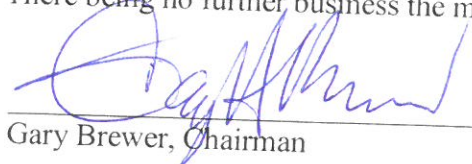
Bill Swartz asked Deputy Chief Taylor about the use of headlights by officers in the rain. Deputy Chief Taylor provided information regarding the use of headlights and would remind officers of procedures.

VII. Old Business

Chief White passed out the list of the Engineer Eligibility List that was previously accepted during the March 1, 2016 meeting.

VIII. Adjournment

There being no further business the meeting was adjourned.



Gary Brewer, Chairman

Kathy Reed, Recording Secretary