



Civil Service Board Virtual Regular Meeting Minutes

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

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:

None

1. Meeting called to order

2. Approval of the August 4, 2020 minutes

Motion made by Mr. Marchman and seconded by Mr. Rodriguez to approve the amended minutes from the August 4, 2020 Regular Meeting. Motion carried.

3. Citizen Comments

None

4. Police

a) SOP Revisions

SOP 206-Opioid Handling & Overdose

SOP 300-Investigations

SOP 301-Street Crimes Unit

Lieutenant Roesner presented SOP 306-Opioid Handling & Overdose, SOP 300-Investigations and SOP 301-Street Crimes Unit to Board Members and reviewed revisions.

Motion was made by Mr. Stutzer and seconded by Ms. Butts to approve the revisions made to SOP 206-Opioid Handling & Overdose, SOP 300-Investigations a and SOP 301-Street Crimes Unit. Motion carried.

b) Permission to hold Sergeant Exam and Lieutenant Exam

Chief Deal requested permission to hold a Sergeant's and Lieutenant's Exam. Motion was made by Mr. Rodriguez and seconded by Mr. Marchman to allow the Police Department to hold a Sergeant and Lieutenant Exam. Motion carried.

c) SOP Review Process

Mr. Brewer stated that under the direction of the City Commission, the Board was tasked with a review of Winter Park Police Department Standard Operating Procedures specifically, use of force and bias free policing. In July, the Board directed Chief Deal to assemble a report on all of the pertinent policies pertaining to the Use of Force and Bias Free Policing. Chief Deal completed this task and created a notebook/binder for board members to review that contained materials related to the Department's Use of Force and Bias Free Policing and other materials to help assist in this task. During the August Civil Service Meeting Board Members were asked to review the materials provide and advise of their findings during the September Board Meeting.

At this time, Mr. Brewer asked if all Board Members were satisfied with the comprehensive report prepared by Chief Deal. Board Members responded that they were satisfied with the comprehensive report that was submitted by Chief Deal and that their task of providing a thorough review was complete. Motion was made by Mr. Brewer and seconded by Mr. Marchman that their review and report is complete and will be sent for review to Mayor Steven Leary and to the City Commissions for review. Motion carried (See attached letter).

Mr. Marchman thanked Chief Deal for the report he prepared for their review.

5. Fire

None

6. New Business

Chief Hagedorn stated that the Department recently used a Social Media Campaign for recruitment purposes. The Department received 211 applicant registrations to take the test.

Promotional Process for Lieutenant and Engineer will begin in September.

7. Old Business

Chief Deal stated that he has approved all sworn personnel to wear mourning badges for the month of September in honor law enforcement officers who have died in the line of duty.

Chief Deal also announced the recent medical separation of Detective Lorne Galloway.

The Department is currently in the process of hiring 5 officers, each have received a conditional offer of employment.

Mr. Brewer returned to Citizens Comments- no one was present at this time.

8. Adjournment

There being no further business, the meeting was adjourned.



Gary Brewer, Chairman

Kathy Reed, Recording Secretary