



## **Civil Service Board**

### **Regular Scheduled Meeting**

**March 2, 2021 at 4:00 p.m.**

**Commission Chamber**

401 South Park Avenue | Winter Park, Florida

**Hybrid (in-person & virtual Regular Meeting)**

### **Meeting Minutes**

#### **Present**

Kip Marchman, Chairman

Steve Stutzer, Vice Chairman

Pitt Warner, Chief Examiner

Mary Daniels, Board Member (Virtual Appearance)

Teresa Pace, Board Member

Javier Rodriguez, Police Representative

Tod Meadors, Fire Representative (Virtual Appearance)

Police Chief Michael Deal

Fire Chief Dan Hagedorn

#### **Absent:**

#### **1. Meeting called to order**

#### **2. Approval of the February 2, 2021 Minutes**

Motion made by Mr. Rodriguez and seconded by Ms. Pace to approve the minutes from the February 2, 2021 Regular Meeting. Motion carried unanimously with a 7-0 vote.

### 3. Citizens Comments

None



















### 4. Police

#### A. Approval to Rehire Officer Billy Branch

Chief Deal requested Board Members to approve the rehiring of Officer Billy Branch. Motion was made by Mr. Rodriguez seconded by Ms. Pace to approve the rehiring of Officer Billy Branch. Motion carried unanimously with a 7-0 vote.

### 5. Fire

#### A. SOG Review and Approval

-  WPFD SOG 201 Unit Assignments Emergency Response
-  WPFD SOG 202 Incident Reporting
-  WPFD SOG 203 Crime Scenes, DOA, Terrorism Responses
-  WPFD SOG 204 Command Procedures
-  WPFD SOG 207 Personnel Accountability System
-  WPFD SOG 208 Emergency Evacuation Procedure Signals
-  WPFD SOG 210 Garden Apartment Firefighting Practices
-  WPFD SOG 212 Automatic Fire Alarms
-  WPFD SOG 213 Response to Buildings with Systems
-  WPFD SOG 214 Joint Response
-  WPFD SOG 216 Ground Ladders
-  WPFD SOG 220 Vehicle Operations Emergency and Non Emergency
-  WPFD SOG 225 Marine Rescue 61
-  WPFD SOG 227 Protective Clothing
-  WPFD SOG 236 Moved to SOG 220
-  WPFD SOG 238 Vehicle Incidents
-  WPFD SOG 239 Two-In\_Two-out
-  WPFD SOG 240 Emergency Radio Traffic - Mayday

Board Members briefly discussed the above SOG's and under the direction of the Chairman, it was decided to move forward with the SOG's that were not in question and then review those needing clarification. A motion was made by Mr. Stutzer and seconded by Ms. Pace to approve the following SOG's as presented: SOG 201-Unit Assignments Emergency Response; SOG 202-Incident Reporting; SOG 208-Emergency Evacuation Procedure Signals; SOG-210-Garden Apartment Firefighting Practices; SOG213-Response to Buildings with Systems; SOG 214-Joint Response; SOG 216-Ground Ladders; SOG 225-Marine Rescue 61; SOG 227-Protective Clothing; SOG 238-

Vehicle Incidents; SOG 239-Two-In, Two-Out and SOG 240-Emergency Radio Traffic-Mayday. Motion carried unanimously with a 7-0 vote.

The following SOG's 203, 204, 207, 212 AND 220 were individually reviewed.

Mr. Rodriguez asked for the following changes in SOG 203.01: remove the phrase **on scene commander** and replace with **on scene officer** and asked that the term **law enforcement** be used throughout the SOG for consistency.

Ms. Daniels asked for clarification as to the use of the phrase **Domestic Terrorism** in the heading also clarification as to the use of the wording **Winter Park**.

Chief Hagedorn stated that the use of **Winter Park** refers to the Emergency Communication Center.

**Domestic Terrorism** was a typo and will be deleted during the revision process.

Motion was made by Mr. Warner and seconded by Ms. Pace to approve SOG 203 with the above revisions. Motion carried unanimously with a 7-0 vote.

SOG 204, 207 and 212 were clarified as to the use of the wording, **Winter Park**. Once again Chief Hagedorn explained that **Winter Park** refers to the Emergency Communication Center. Motion was made by Ms. Pace and seconded by Mr. Stutzer to approve SOG 204-. Motion carried unanimously with a 7-0 vote.

Motion was made by Mr. Rodriguez and seconded by Ms. Pace to approve SOG 207. Motion carried unanimously with a 7-0 vote.

Motion was made by Mr. Rodriguez and seconded by Ms. Daniels to approve SOG 212. Motion carried unanimously with a 7-0 vote.

SOG 220-a brief discussion was held regarding what vehicles in the FD's fleet were equipped with the Traffic Pre-Emption devices. Division Chief Fischer provided an explanation as to the vehicles in the fleet that are equipped with the Traffic Pre-Emption device. Motion was made by Mr. Stutzer and seconded by Ms. Pace to approve SOG 220. Motion carried unanimously with a 7-0 vote.

## **6. New Business**

### **A. Request for Hiring Test**

Chief Hagedorn requested permission to hold a hiring test. Motion was made by Mr. Rodriguez and seconded by Ms. Pace for a hiring test to be given. Motion carried unanimously with a 7-0 vote.

Chief Deal stated that the Police Department currently has four vacancies and will have five when Lt. Bologna retires in March.

A Civil Service Test will be held on March 5, 2021; thirty-three applicants are scheduled to take the test.

Officer Mariano Roman started on February 22, 2021 and is in Phase I of Field Training.

Two officers are currently in their last phase of field training and three officers have been released to solo patrol.

## **7. Old Business**

### **A. SOG 108 Internal Affairs-discuss draft language proposed by FD Representative Tod Meadors**

Discussion was tabled.

## **8. Adjournment**

There being no further business the meeting was adjourned.



Kenneth Marchman, Chairman  
Kathy Reed, Recording Secretary