



Civil Service Board Regular Meeting Minutes

August 1, 2023 at 4:00 p.m.

City Hall | Commission Chambers
401 S. Park Avenue | Winter Park, Florida

Present

Present in Person: Vice Chairman Stockton Reeves, Chief Examiner Mary Daniels, Board Members: Bill Segal, Javier Rodriguez-Police Representative and Tod Meadors-Fire Department Representative. **Also Present:** Police Chief Tim Volkerson, Division Chief Dan Devlin and Recording Secretary Kathy Reed.

Absent: Chairman Steve Stutzer
Terry Hotard.
Chief Dan Hagedorn

(1) Call to Order

Vice Chairman Reeves called the meeting to order at 4:00 p.m.

(2) Consent Agenda

Minutes for June 6, 2023

Motion made by Mr. Rodriguez and seconded by Mr. Meadors to approve the minutes from the June 6, 2023 Regular Meeting. Motion carried unanimously with a 5-0 vote.

(3) Public Comments (for items not on Agenda)

None

(4) Action Items (taken out of order)

Vice Chairman Reeves asked if any board member had any objection to reviewing and approving the SOG's and SOP's together. No objections were noted.

a. **SOG 236-Post Fire Gross Decontamination**

b. **SOG 241-Mass Causality Incidents**

J. **Approval of SOP's Police**

SOP 125-Training Standards

SOP 175-Separation from Employment

SOP 340-Canine Teams

SOP 390-Property and Evidence

Motion was made by Mr. Meadors and seconded by Mr. Rodriguez to approve the two SOG'S listed above. Motion carried unanimously with a 5-0 vote.

Next, a motion was made by Mr. Rodriguez and seconded by Mr. Meadors to approve the four SOP's listed above. Motion carried unanimously with a 5-0 vote.

c. Outside Employment Request-Fire

Division Chief Devlin asked board members to approve the Outside Employment request of Firefighter Drew Schauman to work as a realtor. Motion was made by Mr. Segal and seconded by Mr. Rodriguez to approve the Outside Employment request of Firefighter Drew Schauman. Motion carried unanimously with a 5-0 vote.

d. Request to hold a hiring process for the position of a Firefighter

Division Chief Devlin requested permission to hold a hiring process for the position of a Firefighter. Motion was made by Mr. Meadors and seconded by Ms. Daniels to approve the request to hold a hiring process for the position of a firefighter. Motion carried unanimously with a 5-0 vote.

e. Sergeant's Eligibility List

Chief Volkerson requested board members to certify the Sergeant's Eligibility List. Motion was made by Mr. Rodriguez and seconded by Ms. Daniels to certify the Sergeant's Eligibility List. Motion carried unanimously with a 5-0 vote.

f. Lieutenant's Eligibility List

Chief Volkerson requested board members to certify the Lieutenant's Eligibility List. Motion was made by Mr. Rodriguez and seconded by Ms. Daniels to certify the Lieutenant's Eligibility List. Motion carried unanimously with a 5-0 vote.

g. Off Duty Employment List

Chief Volkerson requested board members to approve the Off-Duty Employment List of officers who currently have off duty employment. Motion was made by Mr. Meadors and seconded by Mr. Segal to approve the Off-Duty Employment List. Motion carried unanimously with a 5-0 vote.

h. Applicant Interview-Isaias Batista

Deputy Chief Suepat introduced and gave a brief background on Police Officer Applicant Isaias Batista. Mr. Batista responded to questions made by board members. A motion was made by Mr. Segal and seconded by Ms. Daniels to certify applicant Batista. Motion carried unanimously with a 5-0 vote.

i. Request to hold a Civil Service Test

Chief Volkerson requested permission to hold a Civil Service Test. Motion was made by Mr. Rodriguez and seconded by Ms. Daniel to hold a Civil Service Test. Motion carried unanimously with a 5-0 vote.

(5) Non-Action Items
None

(6) Staff Updates

a. Police Department

- 5 open positions.

b. Fire Department

- Fully staffed.

7) Board Comments

Brief discussion was held concerning Fix 426.

(8) Upcoming Agenda Items

None

(9) Adjournment

Minutes approved by the board on the ____ day of August, 2023.
/s/ Recording Secretary Kathleen Reed