



Civil Service Board Regular Meeting

Agenda

June 4, 2024 @ 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

- 1. Call to Order**
- 2. Consent Agenda**
 - a. Approve the minutes of May 7, 2024
- 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
- 4. Action Items**
 - a. Certification of Sergeant's Eligibility List - Police
 - b. Certification of Lieutenant's Eligibility List - Police
 - c. Police Officer Sponsorship Interview- Bryan Cuddy
 - d. Police Officer Interview-Michael Cuddy
Police Officer Interview-Marley Menoud
 - e. Approval of the Lieutenant Promotional Exam list-Fire
- 5. Non-Action Items**
- 6. Staff Updates**
- 7. Board Comments**
- 8. Upcoming Agenda Items**
- 9. Adjournment**



Civil Service Board Regular Meeting Minutes

May 7, 2024 at 4:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Chairman Bill Segal, Vice Chairman Terry Hotard, Board Members: Dr. Beth Philips, Terry Rooth, Javier Rodriguez, Tod Meadors. Also present: Police Chief Tim Volkerson, Division Chief Dan Devlin and Recording Secretary Kathy Reed.

Absent

Wayne Kalish, Fire Chief Dan Hagedorn

1. Call to Order

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

2. Consent Agenda

- a. Approve the minutes of April 2, 2024

Motion made by Dr. Phillips to approve the minutes from April 2, 2024; seconded by Mr. Hotard. Motion carried unanimously with a 6-0 vote.

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

None

4. Action Items

Chief Volkerson presented the following SOP's.

- a. SOP 115 FISCAL ACTIVITIES - POLICE

Motion made by Mr. Hotard to approve SOP 115 Fiscal Activities; seconded by Dr. Phillips. Motion carried unanimously with a 6-0 vote.

- b. SOP 166 WEAPONS AUTHORIZATION

Motion made by Mr. Rodriguez to approve SOP 166 Weapons Authorization; seconded by Dr. Phillips. Motion carried unanimously with a 6-0 vote.

- c. SOP 340 CANINE TEAMS - POLICE

Motion made by Dr. Phillips to approve SOP 340 Canine Teams; seconded by Mr. Hotard. Motion carried unanimously with a 6-0 vote.

5. Non-Action Items

a. Life Saving Awards

Chief Volkerson presented the following officers with Life Saving Awards: Officer Browning, Officer Patton, Officer Morillo and Officer Campbell.

6. Staff Updates

a. Police Department

- June 3 - Two new officers to start with the department
- Police Trainee Scarlet Robbins to begin Police Academy in June
- Second Cold Case Position to be filled in the future
- Background continues on Community Service Officer applicant

b. Fire Department

- Lieutenant promotional process in progress

7. Board Comments

After a brief discussion was held concerning alternative dates and times for the Civil Service Board Meeting, a **motion was made by Mr. Rodriguez to continue to hold the meetings on the first Tuesday of the month, but start at 5:00 p.m.; seconded by Dr. Phillips. Motion carried unanimously with a 6-0 vote.**

8. Upcoming Agenda Items

Board members will revisit the location of the meetings during the June Civil Service Meeting

9. Adjournment

ATTEST:

Approved by the board on
/s/ Kathy Reed, Board Secretary



Civil Service Board

agenda item 4.a

item type

Action Items

meeting date

June 4, 2024

prepared by**approved by****subject**

Certification of Sergeant's Eligibility List - Police

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Sgt. Eligibility List

**WINTER PARK POLICE DEPARTMENT
MEMORANDUM**

TO: All Personnel

FROM: Tim Volkerson
Chief of Police



DATE: May 15, 2024

SUBJECT: Sergeant's Eligibility List

The following employees listed in alphabetical order were chosen by the Promotional Board as eligible for the position of Sergeant. This list will be presented to the Civil Service Board on Tuesday, June 4th, 2024 for certification.

Craig Campbell
Justin Guadagno
Randall Kidd
Kyle Liquori
Edison Williams



Civil Service Board

agenda item 4.b

item type

Action Items

meeting date

June 4, 2024

prepared by**approved by****subject**

Certification of Lieutenant's Eligibility List - Police

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Lt. Eligibility List

**WINTER PARK POLICE DEPARTMENT
MEMORANDUM**

TO: All Personnel

FROM: Tim Volkerson
Chief of Police



DATE: May 15, 2024

SUBJECT: Lieutenant Eligibility List

The following employees listed in alphabetical order were chosen by the Promotional Board as eligible for the position of Lieutenant. This list will be presented to the Civil Service Board on Tuesday, June 4th, 2024 for certification.

Joseph DiCarlo
Luke Hofer



Civil Service Board

agenda item 4.c

item type

Action Items

meeting date

June 4, 2024

prepared by**approved by****subject**

Police Officer Sponsorship Interview- Bryan Cuddy

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None



Civil Service Board

agenda item 4.d

item type

Action Items

meeting date

June 4, 2024

prepared by**approved by****subject**

Police Officer Interview-Michael Cuddy
Police Officer Interview-Marley Menoud

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

None



Civil Service Board

agenda item 4.e

item type

Action Items

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prepared by**approved by****subject**

Approval of the Lieutenant Promotional Exam list-Fire

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. 2024 CSB Eligibility List - Lieutenant



Winter Park Fire-Rescue Department

Fire-Rescue Headquarters

343 West Canton Avenue ■ Winter Park, Florida 32789

2024 Winter Park Fire Department Civil Service Eligibility List

The following applicants have successfully completed the Lieutenant promotional process and are eligible for selection to the position with the Winter Park Fire-Rescue Department:

Firefighter Joseph Celletti
Engineer Erica Hall
Firefighter Kyle Hoag
Firefighter Joseph Long
Engineer Brian Moman
Firefighter Gregory Quigley
Engineer William Wharton
Engineer Brandon Williams