



Civil Service Board Regular Meeting

Agenda

December 7, 2021 @ 4:00 pm

City Hall | Commission Chambers

401 S. Park Ave. | Winter Park, Florida

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/bpm and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"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.

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1. **Call to Order**
 2. **Consent Agenda**
 - a. [Minutes for November 2, 2021](#) 1 minute
 3. **Staff Updates**
 4. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 5. **Non-Action Items**
 - Unit Citation
 - Certificate of Commendation SPO J. Combas
 - Certificate of Commendation SPO A. Stephenson
 6. **Action Items**
 - a. [2022 Police Representative Election](#) 5 Minutes
 - b. [2022 Fire Representative Election](#) 5 minutes
 - c. [Firefighters off of Probation](#) 5 minutes
 - [Brittney Kelly](#)
 - [Thomas Thorne](#)
 - [Jacob Sleeter](#)
 - [Zach Collins](#)
 - [Nick Johnston](#)
 7. **Public Hearings**
 8. **Board Comments**
 9. **Adjournment**



Civil Service Board **agenda item**

item type	Consent Agenda	meeting date	December 7, 2021
prepared by	Kathleen Reed	approved by	
board approval			
strategic objective			

subject

Minutes for November 2, 2021

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[November 2, 2021.pdf](#)



Civil Service Board Minutes

Regular Scheduled Meeting

November 02, 2021 at 4:00p.m.

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

Present:

Kip Marchman, Chairman
Steve Stutzer, Vice Chairman
Pitt Warner, Chief Examiner
Mary Daniels, Board Member
Stockton Reeves, Board Member
Tod Meadors, Fire Representative
Javier Rodriguez, Police Representative

Police Chief Michael Deal
Fire Chief Dan Hagedorn

1. Call to Order

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

2. Consent Agenda

a. Approval of the October 5, 2021 Minutes

Motion made by Mr. Reeves and seconded by Mr. Rodriguez to approve the minutes from the October 5, 2021 Regular Meeting. Motion carried unanimously with a 7-0 vote.

3. Staff Updates

Fire Department

- Chief Hagedorn presented, *Meet your Department* video to board members.
- Recently hired firefighters are beginning the third week of orientation.

Police Department

- *Meet your Department* video forthcoming.
- Chief Deal provided an update regarding Division Chief Jeff Biles.

4. Citizens Comments (for items not on the agenda)

None.

5. Non-Action Items

Chief Deal announced the successful completion of the Police Department's assessment for Re-accreditation under the Commission for Florida Law Enforcement Accreditation. Re-accreditation presentation to be held in February 2022.

Chief Hagedorn also announced that the Fire Department recently received notification that they have been recommended for their EMS re-accreditation status with zero deficiencies.

6. Action Items

a. Officers off of Probation

Chief Deal requested Board Members to certify the Permanent Status of the following officers: Officer Campbell, Officer Guadagno, Officer Marc and Officer O'Hara. Motion was made by Mr. Rodriguez and seconded by Mr. Stockton to certify the permanent status of the above listed officers. Motion carried unanimously with a 7-0 vote.

b. Police Applicant Interview-Alicia Spain

The following new hire candidate, Alicia Spain was introduced by Chief Deal to members of the board. Ms. Spain provided a brief background and responded to questions by board members. Motion was made by Mr. Warner and seconded by Mr. Stockton to certify the candidate. Motion carried unanimously with a 7-0 vote.

c. Certification of Engineer's List

Chief Hagedorn requested board members to certify the Engineer's List. Motion was made by Mr. Warner and seconded by Ms. Daniels to certify the Engineer's List. Motion carried unanimously with a 7-0 vote.

At this time, Chief Hagedorn announced the promotion of Anthony Mehrtens to the rank of Engineer.

Motion was made by Mr. Marchman and seconded by Mr. Warner to approve the promotion of Anthony Mehrtens to the rank of engineer. Motion carried unanimously with a 7-0 vote.

7. Public Hearings

None

8. Board Comments

None.

9. Adjournment

Kathy Reed
Recording Secretary



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2022 Police Representative Election

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Civil Service Board **agenda item**

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2022 Fire Representative Election

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Civil Service Board agenda item

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Firefighters off of Probation

- Brittney Kelly
- Thomas Thorne
- Jacob Sleeter
- Zach Collins
- Nick Johnston

motion / recommendation

background

alternatives / other considerations

fiscal impact