



Civil Service Board Regular Meeting Minutes

November 01, 2022 at 4:00 p.m.

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

Present

Present in Person: Chairman Kip Marchman, Chief Examiner Pitt Warner, Board Members: Stockton Reeves, Javier Rodriguez and Todd Meadors. Virtual appearance: Vice Chairman Steve Stutzer and Board Member Mary Daniels. Also Present: Police Chief Tim Volkerson, Fire Chief Dan Hagedorn, Deputy Police Chief Pam Marcum and Recording Secretary Kathy Reed.

(1) Call to Order

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

(2) Consent Agenda

Approval of Minutes

Motion was made by Mr. Rodriguez and seconded by Mr. Warner to approve the minutes from the October 4, 2022, Regular Meeting. Motion carried unanimously with a 7-0 vote.

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

No comments.

(4) Action Items

1. Officers off Probation

- Officer Rodney Jones
- Officer Isaiah Watson

Chief Volkerson requested Board Members to certify the permanent status of Officer Rodney Jones and Officer Isaiah Watson. Motion was made by Mr. Meadors and seconded by Mr. Warner to certify the permanent status of Officer Jones and Officer Watson. Motion carried unanimously with a 7-0 vote.

2. Request for Permanent Status-FD

- Firefighter Kobe Ebarle
- Firefighter Zachary Holton
- Firefighter John McCormack
- Firefighter Francys Picard
- Firefighter Jack Timmes
- Firefighter Caleb Recicar
- Firefighter Christopher Takacs

Chief Hagedorn requested Board Members to certify the permanent status of the following firefighters: Kobe Ebarle, Zachary Holton, John McCormack, Francys Picard, Jack Timmes, Caleb Recicar and Christopher Takacs. Motion was made by Mr. Meadors and seconded by Mr. Rodriguez to approve all seven firefighters listed above. Motion carried unanimously with 7-0 vote.

3. Approval of SOP's

- SOP 100 - Organization
- SOP 162 - Holding Facility
- SOP 282 - School Crossing Guard Program

Prior to Deputy Chief Marcum presenting the SOP's to the Board, Chief Volkerson corrected the Florida State Statue in SOP 282-Crossing Guard Program. The correct statute that should be reflected throughout the SOP is F.S.S. 316.75.

Deputy Chief Marcum informed board members that the above SOP's have been reviewed by police administration, legal counsel for the department and the department's accreditation manager prior to being presented to board members for their review. Mr. Stockton referenced SOP 282 School Crossing Guard Program- #9 Training and inquired as to the training of the Crossing Guards by WPPD and not the Orange County School Board. Chief Volkerson advised that the crossing guards are employees of the City of Winter Park and not the county, therefore the department is responsible for providing training.

Motion was made by Mr. Reeves and seconded by Mr. Rodriguez to approve SOP 100-Organization, SOP162-Holding Cell and SOP 282-School Crossing Guard Program. Motion carried unanimously with a 7-0 vote.

Off Duty Employment Request-MPO Javier Rodriguez (not on agenda)

Chief Volkerson requested Board Members to approve the off-duty employment request of MPO Rodriguez to work for the Technical Education Center of Osceola Criminal Justice Academy as one of their Equivalency of Training Investigators. Motion was made by Mr. Reeves and seconded by Mr. Meadors to approve the off-duty employment request of MPO Javier Rodriguez. Motion carried unanimously with a 7-0 vote.

(5) Not Action Items

None

(6) Staff Updates

1. Police Department

- Officer Collado starting on November 14, 2022
- One open position.

2. Fire Department

- Firefighter started on October 31, 2022
- December 2-Winter in the Park
- December 3-Holiday Parade
- December 5th Santa at the Fire Department

(4) Board Comments

At this time, Mr. Reeves had several questions regarding the active shooter incident that occurred on September 14th at WPHS. Mr. Reeves advised that his daughter was in class during the lockdown with a substitute teacher who did not know the procedures to follow and asked the students for guidance. Mr. Reeves referred to the past incidences at Sandy Hook and Marjory Stoneman Douglas High School which repeatedly demonstrates the need for training of teachers, including substitutes. Mr. Reeves proceeded with his questions to Chief Volkerson.

Mr. Reeves: Does OCPS and WPPD ever participate together in drills/training involving active shooters or active assailant threats?

Chief Volkerson: Participation of the drills are held with our School Resource Officers through the schools.

Mr. Reeves: Has the OCPS ever reached out to the police department about coordinating training prior to the incident in September?

Chief Volkerson: Principals of the schools deal directly with our School Resource Officers during their lockdown drills. We, as a police department do not dictate their policies for how or when they do their lockdown. They communicate directly with the School Resource Officer.

Chief Volkerson also advised that the school does provide their schools to our officers for training purposes when the kids are not in school.

Mr. Reeves: Does the district police department actively engage in those trainings/drill with your department?

Chief Volkerson: They have not participated.

Mr. Reeves: Since the incident in September, has anyone from the Orange County School Board contacted the WPPD to review what improvements, changes, or what worked well during the incident?

Chief Volkerson: We did meet with the principal of WPHS after the incident and discussed what worked, potential issues the could have come up and we discussed scenarios that could have gone differently and how we would have responded.

Mr. Reeves: If there is an active shooter situation who is in command?

Chief Volkerson: We are in command of how our officers respond to that incident. Our job is to find the threats and either secure or eliminate them to protect lives. We do not dictate their policy on how they train or respond to an incident. Our job is to ensure our officers are properly equipped and trained to handle that type of situation.

SRO Rodriguez advised that he was on campus that day and did make the arrest regarding that incident. He informed Mr. Reeves that training is coordinated with the school on a monthly basis. He also suggested Mr. Reeves direct his questions to the school board.

A brief discussion followed.

(5) Upcoming Agenda Items

(6) Adjournment

Minutes approved by the board on

/s/ Recording Secretary Kathleen Reed