



Civil Service Board Regular Meeting

Agenda

March 1, 2022 @ 4:00 pm

City Hall | Commission Chambers

401 S. Park Avenue | 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.

-
1. **Call to Order**
 2. **Consent Agenda**
 - a. [Minutes for February 1, 2022](#) 1 minute
 3. **Staff Updates**
 - a. [Police Department](#) 5 minutes
 - b. [Fire Department](#) 5 minutes
 4. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 5. **Non-Action Items**
 6. **Action Items**
 - a. [Officer off of Probation- Officer Mariano Roman](#) 1 minute
 - b. [Off-Duty Employment Request- Officer Jones](#) 1 minute
 7. **Public Hearings**
 8. **Board Comments**
 9. **Adjournment**



Civil Service Board **agenda item**

item type	Consent Agenda	meeting date	March 1, 2022
prepared by	Kathleen Reed	approved by	
board approval			
strategic objective			

subject

Minutes for February 1, 2022

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[February 1, 2022.pdf](#)



Civil Service Board Minutes

Regular Scheduled Meeting

February 1, 2022 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
Stockton Reeves, Board Member
Javier Rodriguez, Police Representative

Division Chief Tim Volkerson
Division Chief Jeff Spinelli

Absent: Mary Daniels, Board Member
Tod Meadors, Fire Representative
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 January 4, 2022

Mr. Marchman asked that the word **events** be added to the January 4, 2022 minutes under the Fire Department report. The sentence to read as follows: 2021 had a 3.5% increase of **events** over 2020. The board accepted the correction and the minutes were approved unanimously with a 5-0 vote.

3. Staff Updates

Police Department

- Officer Gordon Shyy has begun his orientation phase.

Fire Department

- Division Chief Spinelli provided board members with the 2022 list of outside employment held by members of the fire department. Motion made by Mr. Rodriguez and seconded by Mr. Warner to approve the 2022 list of outside employment by members of the fire department. Motion carried unanimously with a 5-0 vote.

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

None.

5. Non-Action Items

6. Action Items

a. Request to Hold Civil Service Exam-Police

Acting Chief Volkerson requested permission for the police department to hold a Civil Service Exam. Motion made by Mr. Rodriguez and seconded by Mr. Reeves to allow the police department to hold a civil service exam. Motion carried unanimously with a 5-0 vote.

b. Approval of SOP 319-Drone Operations-Police

Lieutenant McComie reviewed the Drone Operations Policy-SOP 319 with members of the board. Motion was made by Mr. Stutzer and seconded by Mr. Rodriguez to approve SOP 319-Drone Operations. Motion carried unanimously with a 5-0 vote.

7. Public Hearings

None

8. Board Comments

Chairman Marchman expressed his gratitude for the work that Chief Deal had accomplished as the Chief of Police.

Upon receiving approval from board members during today's meeting, Mr. Marchman will contact city management on the board's behalf regarding their participation in the hiring process of a new Chief of Police.

9. Adjournment

Kathy Reed
Recording Secretary



Civil Service Board **agenda item**

item type	Staff Updates	meeting date	March 1, 2022
prepared by	Kathleen Reed	approved by	
board approval			
strategic objective			

subject

Police Department

motion / recommendation

background

alternatives / other considerations

fiscal impact



Civil Service Board **agenda item**

item type Staff Updates	meeting date March 1, 2022
prepared by Kathleen Reed	approved by
board approval	
strategic objective	

subject

Fire Department

motion / recommendation

background

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fiscal impact



Civil Service Board **agenda item**

item type Action Items	meeting date March 1, 2022
prepared by Kathleen Reed	approved by
board approval	
strategic objective	

subject

Officer off of Probation- Officer Mariano Roman

motion / recommendation

background

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fiscal impact



Civil Service Board **agenda item**

item type	Action Items	meeting date	March 1, 2022
prepared by	Kathleen Reed	approved by	
board approval			
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subject

Off-Duty Employment Request- Officer Jones

motion / recommendation

background

alternatives / other considerations

fiscal impact