



Civil Service Board Minutes

Regular Scheduled Meeting

March 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
Mary Daniels, Board Member
Tod Meadors, Fire Representative (virtual appearance)
Javier Rodriguez, Police Representative

Chief Tim Volkerson
Chief Dan Hagedorn

1. Call to Order

Chairman Marchman called the meeting to order at 4:01 p.m.

2. Consent Agenda

a. Approval of the February 1, 2022

Motion made by Mr. Reeves and seconded by Mr. Stutzer to approve the minutes from the February 1, 2022, Regular Meeting. Motion carried unanimously with a 7-0 vote.

Board Members Congratulated Tim on his new position as Chief of Police.

3. Staff Updates

Police Department

- Officer Gordon Shyy will begin his Phase I training.
- One opening/currently processing a new applicant.
- Division Chief Pam Marcum will be promoted to Deputy Chief on

- March 8th, 2022.

Fire Department

- Department was overstaffed by one-person in order to fill an upcoming opening due the retirement of Michael Bass after 29 years of service.
- Promotion of Engineer to be announced next week.
- Capital Improvement Plan- Alerting System was approved last year and the department is moving forward with the vendor to the processing/engineering stage. The Alerting System is a direct link into our CAD System. Currently, a dispatcher enters all the information into the CAD System with the Alerting System the information will automatically be entered. The program will enable the fire department to respond quicker to emergencies.

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

None.

5. Non-Action Items

Chief Volkerson stated that members of the department along with Mr. Stutzer traveled to St. Augustine on February 25th to receive the department's re-accreditation certificate from the Commission for Florida Law Enforcement Accreditation. This will be the department's third excelsior re-accreditation.

6. Action Items

a. Officer off of Probation-Officer Mariano Roman

Chief Volkerson requested Board Members to certify the Permanent Status of Officer Mariano Roman. Motion was made by Mr. Reeves and seconded by Ms. Daniels to certify the permanent status of Officer Mariano Roman. Motion carried unanimously with a 7-0 vote

b. Off Duty Employment Request-Officer Rodney Jones

Chief Volkerson requested Board Members to approved the off-duty employment request of Officer Jones to work performing services as a State of Florida Real Estate Sales Associate and a Notary. Motion was made by Mr. Rodriguez and seconded by Mr. Stutzer to approve the off-duty request of Officer Jones. Motion carried unanimously with a 7-0 vote.

7. Public Hearings

None

8. Board Comments

A brief conversation was held regarding the lack of communication to the board members regarding the appointment of Chief Volkerson. It was suggested by board members that they be included in correspondence from City Management with information pertaining to the Civil Service Board. Mr. Marchman will contact city management with the above suggestion.

9. Adjournment

Kathy Reed

Kathy Reed
Recording Secretary