



Civil Service Board Regular Meeting

Agenda

April 14, 2026 @ 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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please note

Times are projected and subject to change.

- 1. Call to Order**
- 2. Consent Agenda**
 - a. Minutes of February 10, 2026
- 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
- 4. Action Items**
 - a. Civil Service Test applicant approval list for March
 - b. Off-Duty Employment Request—Sergeant Rojas
 - c. Lieutenant Promotional Eligibility List-Fire
- 5. Non-Action Items**
- 6. Staff Updates**
 - a. Police Department
 - b. Fire Department
- 7. Board Comments**
- 8. Upcoming Agenda Items**
- 9. Adjournment**



Civil Service Board

agenda item 2.a

item type

Consent Agenda

meeting date

April 14, 2026

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

Minutes of February 10, 2026

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

1. February 10, 2026 Minutes (1)



Civil Service Board Regular Meeting Minutes

February 10, 2026 at 5:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Board Chair Dr. Phillips, Vice Chairman Steve Stutzer, Chief Examiner Ansley Butts, Board members: Dwayne Bryant, George Gonzalez and Zach Collins (virtual appearance). Also present: Fire Chief Dan Hagedorn, Police Chief Tim Volkerson and Recording Secretary Kathy Reed.

Absent

Matt Farabaugh

1. Call to Order

Chairman Dr. Phillips called the meeting to order and read the decorum statement.

- a. Election of Chairman, Vice-Chairman and Chief Examiner

The following nominations were made: Dr. Beth Phillips as Chairman, Steve Stutzer as Vice-Chairman, and Ansley Butts as Chief Examiner.

All nominees were unopposed. A motion was made by Dr. Phillips to accept all nominations. Hearing no objections, the motion carried unanimously by a 6-0 vote.

2. Consent Agenda

- a. Minutes of December 9, 2025

Motion made by Dr. Phillips to approve the December 9, 2025, minutes with the correction of the spelling of her last name from Phillip to Phillips; seconded by Mr. Stutzer. The motion carried unanimously by a 6-0 vote.

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

None.

4. Action Items

a. 2026 Police Department Representative Election

Geroge Gonzalez was nominated again and ran unopposed. Therefore, George Gonzalez will remain as the Police Department Representative for 2026.

2026 Fire Department Representative Election (not included in Agenda).

The Fire Department conducted its election and Zach Collins was re-elected as their representative for 2026.

b. Permanent Status of Officers:

- Scarlet Robbins
- Dwayne Darrisaw
- Vincent Maine

Motion made by Dr. Phillips to approve the permanent status of Officer Scarlet Robbins, Officer Dwayne Darrisaw and Officer Vincent Maine; seconded by Mr. Stutzer. The motion carried unanimously by a 6-0 vote.

When asked about the missing signature on Officer Darrisaw's and Officer Maine's permanent status memorandum, the Chief stated that he had received verbal authorization from the supervisor approving their permanent status.

c. Certification of Sergeant's Eligibility List

Motion made by Ms. Butts to approve the certification of the Sergeant's Eligibility List; seconded by Mr. Gonzalez. The motion carried unanimously by a 6-0 vote.

d. Fire Department Outside Employment List

Motion made by Dr. Phillips to approve the Fire Department's Outside Employment List; seconded by Ms. Butts. The motion carried unanimously by a 6-0 vote.

e. Permanent Status of Firefighters

- Tyler Abernathy
- Edwin Hincapie-Cano

Motion made by Dr. Phillips to approve the Permanent Status of Firefighter Tyler Abernathy and Firefighter Edwin Hincapie-Cano; seconded by Mr. Gonzalez. The motion carried unanimously by a 6-0 vote.

Approval of the applicant list for the January and February Civil Service Test (not included in the agenda).

Motion made by Dr. Phillips to approve the applicant list for the January and February Civil Service Test; seconded by Mr. Stutzer. The motion carried unanimously by a 6-0 vote.

5. Non-Action Items

6. Staff Updates

a. Police Department

- Officer William Coy resigned 1/29/26
- Sgt. Paul Foster retiring 2/28/26
- Officer Scarlet Robbins resigning 3/22/26
- 3 current openings
- 5k season has started
- Upcoming Events
 - Arts Weekend
 - St. Patrick's Day Parade
 - Winter Park Art Festival

A brief discussion was held regarding the safety protocols implemented by the Police Department during city events.

b. Fire Department

Chief Hagedorn welcomed Mr. Dwayne Bryant to the Civil Service Board.

- **Lieutenant David Devereaux** — Retired after 32 years of service.
- **Lieutenant Victoria Devereaux** — Retired after 25 years of service.
- **Lieutenant Stephen Zaldana** — Retired after 20 years of service.
- The lieutenant's process to be announced.

7. Board Comments

None.

8. Upcoming Agenda Items

None.

9. Adjournment

ATTEST:

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



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agenda item 4.a

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Action Items

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Civil Service Test applicant approval list for March

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

1. MARCH APPLICANTS

Approval requested for the following applicants who have passed the Civil Service Test:

MARCH

Sara Rae Dougherty

Antonio Tillman Jr

Lantz Ernest

Ethan Chalhoub

Caitlin Bart



item type

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Off-Duty Employment Request—Sergeant Rojas

motion | recommendation

background


alternatives | other considerations


fiscal impact



attachments

1. OFF DUTY EMPLOYMENT REQUEST SGT. ROJAS

**Winter Park Police Department
MEMORANDUM**

TO: Tim Volkerson, Chief of Police 

FROM: Sergeant Jeancarlo Rojas, ID # 47 

VIA: Chain of Command  

DATE: April 1st, 2026

REFERENCE: Soccer Coaching Job

I am writing to formally request permission to serve as a soccer coach for the Florida Kraze Krush Soccer Club during my scheduled days off. This opportunity would allow me to contribute to the local community and support youth development through athletics, something I am very passionate about.

I want to emphasize that this commitment will be strictly limited to my days off and will not interfere with my work schedule, availability, or performance in my current role. I remain fully committed to fulfilling my responsibilities and maintaining the standards expected of me in my current position.

Please let me know if you require any additional information or if there are any forms or procedures, I need to complete to move forward with this request.

Thank you for your time and consideration.



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Lieutenant Promotional Eligibility List-Fire

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1. 2026 CSB Eligibility List - Lieutenant



Winter Park Fire-Rescue Department

Fire-Rescue Headquarters

343 West Canton Avenue ■ Winter Park, Florida 32789

2026 Winter Park Fire-Rescue 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 Dudley Brearly
Firefighter Joseph Celletti
Engineer Erica Hall
Engineer Kyle Hoag
Firefighter David Hughes
Firefighter Joseph Long
Engineer William Wharton



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Staff Updates

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Police Department

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None



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Fire Department

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None