

**Minutes of the
La Porte City Fire Department
Merit Commission
March 4, 2020**

The La Porte City Fire Department Merit Commission met on March 4, 2020 at the Main Fire Station. Present were Commission members, Dr. James Edwards, Edward Gondeck, Darrell Crites, Miles Fettinger and Gary Travis. Also present was Chief Andrew Snyder and two guests from the community.

The meeting was called to order by President Edwards at 6:35 pm. The minutes from the February, 2020 meeting were read and approved.

Chief Snyder opened the meeting, questioning about the possibility of reviewing the promotional test answers with the candidates, who tested. President Edwards reported that the company that developed the tests, did not provide the answers. Chief Snyder indicated that he would contact the company to see if we could receive the answers in order to complete the test review.

President Edwards reported that at that time, 7 applicants had submitted applications with a few being completed on the La Porte City web site. The notice of accepting applications for La Porte City Firefighter positions had been placed on the City website, the "What's New La Porte" site and read on several radio stations, including: WCOE and WIMS. We are hoping to receive several more applications before the deadling of April 1st.

President Edwards shared that he had contacted the next two applicants on the Firefighter hiring list in order to break a tie. Since there are currently two openings, the tie breaker would only be used to establish seniority. The applicants would be interviewed following the Merit Commission meeting.

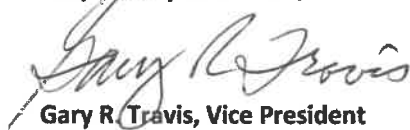
President Edwards indicated that, Commission member, Darrell Crites had submitted his resignation from the Commission effective March 5, 2020. He was thanked by the Commission and Chief Snyder for his service and wished the best. Chief Snyder stated that he would inquire about the City Council selecting a replacement.

The Commission then discussed the procedure for new applicants to take the CPAT. Chief Snyder related that the test was being conducted monthly at the MAAC Center in Valparaiso, IN at a cost of \$165, to be paid by the applicant. It was suggested that we follow the procedure of the Valparaiso Fire Department and require that applicants pass the examination prior to initiating the hiring process. Chief Snyder and President Edwards briefly shared with the guests, the history of the transition from the previous physical agility testing to the CPAT test.

Chief Snyder closed by reporting that the mid year Performance Appraisal forms would be distributed by the end of the month.

There being no further business, the meeting was adjourned at 7:05 pm. The next monthly meeting will be on April 1, 2020 at 6:30 pm.

Respectfully submitted,


Gary R. Travis, Vice President