

**Minutes of the
La Porte City Fire Department
Merit Commission
May 6, 2020**

The La Porte City Fire Department Merit Commission met telephonically on May 6, 2020, due restrictions being in place to address the Covid-19 pandemic. Present were Commission members, Dr. James Edwards, Edward Gondeck, Miles Fettinger and Gary Travis. Also present was Chief Andrew Snyder .

The meeting was called to order by President Edwards at 6:41 pm. The minutes from the April, 2020 meeting were read and approved.

President Edwards reported that 25 individuals had submitted applications for the Firefighter candidate list. 24 had been compliant with the all expectations for completion, though one individual did not meet the minimum requirement for GPA. President Edwards had confirmed the reservation for the aptitude testing at the Civic Auditorium on June 27th at 8:00 am. The reserved room is large enough to provide for the recommended social distancing. President Edwards had spoken to John Coggins, who will administer the test. He requested the room be set up for proper social distancing with masks being provided for all applicants and at least two volunteers from the Merit Commission to be present to assist.

Chief Snyder suggested that we postpone the effective date for the new hiring list to August 1, 2020, to allow for testing results to be recorded and for the ranking of the candidates. The current list expired on May 1st. A vacancy was created on April 30th, when Bruce Jones's disability pension was approved by the State PERF. Given that the vacancy occurred before May 1st, it was decided that we should proceed with filling the position, using the active list at the time. Chief Snyder reported that there was a tie for the next two names on the candidate list. Background checks and a tie breaking interview would need to be completed in June, before proceeding with filling the vacancy.

Chief Snyder related that Max Fisher had passed the required medical and psychological examinations for hiring. He had also been approved by the State Pension Board and would begin his position on the La Porte Fire Department on June 1, 2020.

President Edwards shared that candidate Sam Boyd had also passed the medical and psychological screening. His name was submitted to the State Pension Board for review.

Chief Snyder reported that he had spoken to a representative of ESCI, the company that developed the promotional tests, about needing materials in order to complete a review with the candidates. She assured him that the materials for the testing review would be sent to him within a week of their conversation. He had yet to receive them and planned to contact her again. The materials would need to be protected and returned to the company after the review.

President Edwards pointed out the need for the Merit Commission to calculate the possible 10% credit for education and experience before ranking the new candidates. He also expressed his hope that the vacancy on the Merit Commission would be filled before the June meeting.

There being no further business, the meeting was adjourned at 7:12 pm. The next monthly meeting will be on June 3, 2020 at 6:30 pm.

Respectfully submitted,


Gary R. Travis, Vice President