

LaPorte City Fire Department Merit Commission

Meeting Minutes for January 2, 2019

Members present: Dr. James Edward, Jessica Romine, Darrell Crites, Edward Gondeck, Gary Travis and Fire Chief Andrew Snyder

Meeting was called to order at 6:33 p.m.

Ms. Romine read the meeting minutes from the December 5, 2018 meeting. There was one change to the minutes that should read as follows:

The appraisals for the Assistant Chief and the Battalion Chiefs were near completion. This would leave only the Assistant Chief Chief needing his appraisal to be completed by the Merit Commission.

Mr. Gondeck made a motion to vote in the current slate of officers from 2018 to remain for the 2019 calendar year. Mr. Crites seconded the motion and the vote passed unanimously.

New hire, Tyler Weller, passed a background check. He passed the medical and mental tests. The Pension board gave us permission to hire Mr. Weller. Chief Snyder pointed out that the length time to hire Mr. Weller took much less time than previous candidates. His first day will be on January 7, 2019. There will be three new hire candidates at the academy later this month.

Nick Otis, the City attorney, will be revising the bylaws to include the new applicant criteria and procedures that have been adopted by the Commission. He will also make changes to reflect that the applicant must live within the county and neighboring counties. In addition, Mr. Otis will remove the prior requirement for employees to carry pagers. All of these changes will better reflect the State laws and the practices that have been followed by the Commission.

Dr. Edwards said that he wanted each of us to start thinking about questions to ask interviewees. Chief Snyder stated that we can hire a firm to help us with the interview questions that will be relevant to firefighters.

Performance ratings are all completed, except for the Asst Chief and Chief. These will be done this evening by the Merit Commission President and Secretary after the meeting. The Performance ratings were handed out to the employees on December 13, 2018. They had 10 days to appeal the rating. There have been no appeals received by the Merit Commission. However, Chief Snyder informed the Commission that one of the appraisals had been added up incorrectly. The firefighter had already signed the appraisal with the incorrect amount and therefore any change had to be approved by the Commission. Mr. Crites made a motion to approve the change to the appraisal. Ms. Romine seconded the motion and it passed unanimously.

Mr. Travis congratulated Chief Snyder on the increased rating from 4 to 3 for Insurance Services Offices rating. The lower the rating the better. Chief Snyder went on to say that the new station will likely push them to a number 2 rating.

The next meeting is on Feb 6, 2019

Meeting was adjourned at 6: 49 p.m.

Respectfully submitted,

Jessica N. Romine, Secretary