

MICHIGAN CITY FIRE MERIT COMMISSION



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KEITH HARRIS, PRESIDENT
JOHN SKIERKOWSKI, VICE PRESIDENT
LOUISE MOCK, SECRETARY
JOHN STIMLEY, COMMISSIONER
ROBERT POLLOCK, COMMISSIONER

Michigan City Fire Merit Commission Meeting Minutes: February 6, 2012

President Harris called the meeting to order. A quorum was noted with Commissioners Keith Harris, John Skierkowski, Louise Mock, and Robert Pollock in attendance. Others present Chief Ronnie Martin, Deputy Chief Judd Rose, Public Information Officer Mark Baker, Capt. Jeff Baker, Capt. Joe Ray, Ofc. Harry Hoffmaster, Firefighter Larry Butcher, Firefighter Javan Lee, Paramedic Robb Quinn, Attorney Pamela Krause, and Council Person Patricia Boy.

Commissioner Skierkowski made a motion to approve the Regular Commission Meeting from January 3, 2012, and second by Commissioner Mock; **Motion 4-0**

There were no communications; Claims for Attorney retainer for January and February total of \$1000.00, read by Commissioner Mock; Motioned by Commissioner Skierkowski, and second by Commissioner Pollock

No reports from City Council Liaison, Councilwoman Boy.

No reports from Fire Merit Commission Attorney Krause.

New Business

Discussion on scheduling Training Session, and Testing; Promotional Testing Set dates October 6, 2012 and Tutorial Session will take place two weeks prior, September 22, 2012.

Retirements for February Bat. Chief Willie Milsap January 29, Capt. Faucher February 5, and Operator Greg Wallen February 22, Commissioner Harris stated that the commission appreciated the numerous years of services rendered to our City and Citizens.

Promotion will be effective February 22, 2012 Firefighter Mike Jasnieski will be promoted to Operator.

Unit Citations were issued by Chief Ronnie Martin, to each Firefighter Capt. Joseph Wray, Operator Harry Hoffmaster, Firefighters' Larry Butcher, and Javan Lee; not present but also receiving a citation was Bat. Chief Daryl Westphal. The citation read as follows:

Captain Wray;

The Chief's office received a report from Battalion Chief Daryl Westphal detailing events that took place at a motor vehicle accident on January 13, 2012. Chief Westphal wrote in his report that Engine Company 3 was dispatched to an accident with entrapment. After assessing the condition of the patient, the crew immobilized the patient and performed a rapid extrication. Once extricated, the crew secured the airway utilizing a combi-tube, stabilized and packaged the patient for transport to the hospital by La Porte Co EMS. Despite heroic efforts, the patient ultimately succumbed to his injuries.

Therefore, it is the opinion of the Chief of the Michigan City Fire Department that Battalion Chief Westphal, Captain Joseph Wray, Operator Harry Hoffmaster, Firefighter Larry Butcher, and Firefighter Javan Lee, assisted by off duty Firefighter Kyle Kazmierczak deserve a unit citation for

their actions and dedication to duty. The Department recognizes that a higher power ultimately determines the outcome, but your heroic efforts gave hope.

To: Robb Quinn:
From: Chief Ronnie Martin
RE: Special Recognition Award
Date: February 6, 2012

Mr. Quinn:

The Michigan City Fire Department would like to recognize you and the rest of the La Porte County Emergency Medical Service for your actions. On January 13, 2012 we were dispatched to a motor vehicle accident with entrapment. As Chief, I would like to express my appreciation for the teamwork that exists between our departments, to provide Michigan City with the very best in emergency medical care.

Therefore, the administration of the Michigan City Fire Department of the City of Michigan City, IN, officially recognizes Mr. Robb Quinn and the La Porte County Emergency Medical Service for their outstanding teamwork in our quest to provide an invaluable and much needed service to our community.

cc: Jeff Turner
Scott Erickson
Todd Laux
Pat Pease

Commissioner Harris also extended his appreciation on behalf of the Commission congratulate the Local Firefighter and County EMS for their citations; a find team that are residents can certainly feel safe knowing that folks like you are on duty to help protect us.

Also, Commissioner Harris added under new business of the Fire Academy. Commissioner Harris was privileged to attend a presentation regarding Michigan City Fire Department starting its own Fire Academy. Commissioner Harris stated that the Fire Academy would benefit the City, Commission, and Fire Department. Commissioner Harris wanted to put together a workshop that would consist of the Fire Merit Commission, Fire Administration Offices, City Council, the Mayor's Office, and of course the Union, so that everyone would be involved, and weather move forward or not to move forward with an academy. The presentation was presented by Kyle Kazmierczak, and Craig Krivak, and wanted to commend the two with putting together such a great presentation. Commissioner Harris went on the discuss the projection of what the commission plans to spend on academy cost this year by sending the recruits to Westfield would be cut in half by having an academy here. Commissioner Harris and the commission will meet for Monday, February 27, 2012 at the Fire Administration at 5:30 pending Council availability.

Old Business

Applicant testing date for written date will be August 25, 2012, the tutorial will be the Thursday prior which will be August 23, 2012; and the physical agility October 13, 2012, and will discuss personal interview at a later date. The process for applicant testing was discuss for new Commissioner Robert Pollock, first the commission schedules a written test, two days prior to the test a service comes in and provide a tutorial. Saturday is the test those that pass the written test go outside and do a latter climb, as long as they pass the written and can complete the latter climb, they will move on to the timed physical agility test; which is a pass/fail test With the personal

interview concluding the process. The hiring list that is create with this process this year will go in effect January 1, 2013 and will be good for two years. Commissioner Pollock questioned if a physical will be required before applicants take the agility test. Commissioner Harris responded that a waiver is signed and some practice the course before hand, and signed a waiver also. Commissioner also stated EMS is also on hand. Commissioner Skierkowski will place an ad in the paper with the help from the personnel office. Also, pick a deadline date of August 10, 2012.

Commissioner Skierkowski mentioned placing the Fire Merit Commission Recruiting Program Brochure on the website. Commissioner Harris stated he would have that placed on the website next week; he also stated that a video that is given to each applicant and also will look into placing it on the website also. Commissioner Mock commented on the brochures to be distributed to churches and such other organizations.

Commissioner Skierkowski also mentioned contacting the tutorial agency.

Commissioner Harris and Chief Martin discussed the status of the new hires. Chief Martin advised that the applicants have been sent off for mental evaluations, and after they complete the mental evaluations they will go out to PERF. Commissioner Skierkowski inquired if all the police checks had been completed and which Chief Martin stated yes. Commissioner informed everyone that 6 individuals have been hired with one having completed Fire Academy already; in turn will not affect the budget for the five to attend Westfield Training Academy. Commissioner Harris stated that if anymore retire then a request will have to be made for additional appropriations. Chief Martin asked Commissioner Harris the deadline date for Westfield Academy. Commissioner Harris stated that is handled through the Fire Administration office, further advising no date has been set as of yet with May 2012 being a maybe.

Report from Chief Martin; regional Fire Academy which will be a plus for the Fire Department. Chief Martin also advised as of February 7, 2012 that they will start holding an Inspector 1 & 2 with the Gary Fire Department; with some of the classes being held at the Fire Administration Building, Gary and Crown Point. Chief Martin is looking forward to holding different educational classes with different departments in our area. Chief Martin asked if the commission would like the written/cd form of the bi annual evaluation. Commissioner Skierkowski stated he feels as if it is not necessary for the commission to sign the forms any longer; and went on to say that it would be fine to have a cd. Chief Martin would submit them tonight to the commission. Chief Martin congratulated Operator Chris Koskoski at station #2 on his 20 year anniversary. Chief Martin wanted to invite the commission to the Fire Department to see some of the changes that are going on.

No commission comments.

Public comments: Mark Baker, Public Information Officer, wanting to invite the commission to participate in the Hours for Hours Mentoring Program, February 21-23, 2012 from 10a-11a each day. February 25, 2012 Fire Department will have a booth at the Black Expo located at the Marquette Mall; and invited the commission to participate, set up is at 10:30 and will last all day. Also, there will be a career day, March 1, 2012 at the A.K. Smith Career Center with a two hour morning session at 7:45a to 9:45a and afternoon session at 11:45a to approximately 2p, with lunch being provided by the culinary class. Commissioner Harris stated that they will be participating. Chief Martin expressed that they looking to encourage women to participate in the hiring process as well.

Motion by Commissioner Skierkowski to adjourn and 2nd by Commissioner Mock.