



CITY FIRE MERIT COMMISSION

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KEITH HARRIS, PRESIDENT
JOHN SKIERKOWSKI, VICE PRESIDENT
LOUISE MOCK, SECRETARY
Bart Lombard, COMMISSIONER
JOHN STIMLEY, COMMISSIONER

Minutes of the March 7, 2011 Michigan City Fire Merit Commission Meeting.

President Harris called the meeting to order. A quorum was noted as present with Commissioners John Stimley, Louise Mock and John Skierkowski, in attendance. Others present Deputy Chief Randy Novak, Attorney Pam Krause, Council Liaisons Pat Boy, and Recording Secretary Gale Neulieb.

On a motion by John Stimley, second by Louise Mock the minutes of the February 7, 2011 meeting were approved. **Motion 4-0.**

Council Liaison Pat Boy had nothing to report.

Attorney Krause had nothing to report.

President Harris addressed the Commission regarding Fire Department job descriptions that Commissioner Lombard brought to the Commission's attention at last month's meeting (February 7, 2011) advising what the responsibilities of the Commission were.

Commissioner Stimley made a motion to accept the job descriptions as written that were received from the Chief's Office, second by Commissioner Mock.

Discussion ensued among Chief Randy Novak and Commissioner Skierkowski. Motion carried. **Motion 4 – 0.**

Council Liaison Pat Boy reported on the meeting President Harris and she had regarding the Fire Merit Ordinance advising that she would be scheduling more meetings to work on the previous proposed amendments to the Fire Merit Ordinance.

Chief Randy Novak and Attorney Krause asked to be notified when they schedule the next meeting so they could attend.

Attorney Krause advised that she contacted TaTanesha Clark, Executive Director/EEO Officer regarding the number of minorities needed to fill the quota on Fire Department, stating that she would have that information by the next Commission meeting (April 4, 2011).

President Harris addressed the disciplinary action dated February 10, 2011 asking the Commission's pleasure.

Commissioner Skierkowski made a motion to accept the disciplinary action dated February 12, 2011 to include a paragraph that was a recommendation by Chief Lamb that this firefighter be placed on probationary status for one year starting with the date of this motion, second by Commissioner Mock.

Attorney Krause advised the Commission that a hearing should be scheduled addressing this matter.

Discussion ensued between Attorney Krause, President Harris, Commissioner Skierkowski, and Chief Novak.

Commissioner Skierkowski withdrew his motion and Commissioner Mock withdrew her motion.

Commissioner Skierkowski made a motion that the Commission accepts the disciplinary action as presented by the Chief's Office on February 10, 2011 and schedule a hearing for Chief Lamb's recommendation of an additional penalty of probation for one year, second by Commissioner Stimley.

President Harris advised the Commission that the firefighter receiving the disciplinary action has not contested the disciplinary action that was given to him.

President Harris asked if there were any other comments or questions and hearing none, the motion carried by the following vote: AYES: Commissioner Stimley, Skierkowski, Harris (3) NAYS: Commissioner Mock (1). **Motion 3 – 1.**

Commissioner Skierkowski requested the hearing be held on Monday, April 4, 2011, at 4:30 p.m. and hearing no objections, President Harris asked Gale Neulieb, Recording Secretary to reserve the Council Chamber for the hearing.

President Harris addressed the disciplinary action dated February 11, 2011.

Discussion ensued between President Harris and Commissioners Mock, Skierkowski, and Stimley.

Commissioner Skierkowski made a motion to remove this matter from the agenda, second by Commissioner Stimley. **Motion 4 – 0.**

President Harris advised Chief Novak that it wasn't necessary the Commission receive verbal disciplinary actions taken by the Chief's Office.

President Harris advised the following firefighters received Letters of Citation - Michigan City Fire Department's Unit Citation Award from the Chief's Office on February 4, 2011:

Captain Joe Wray
Engineer Mark Baker
Firefighter Robert Schaffer
Firefighter Christian Bietry

On February 3rd, 2011 you and your crew responded to a reported structure fire at 1810 E. Barker Ave. and upon your arrival you found an apartment filled with smoke. As you began your fire suppression duties you noticed the tenant of the apartment still inside the structure. Once you gained access to him you and your crew escorted the individual out to the other awaiting engine crew, where he was delivered to on site extended emergency care.

President Harris also advised that Training Officer, Larry Butcher, received a Letter of Commendation from the Chief's Office on February 4, 2011.

On February 3rd, 2011, The Michigan City Fire Department was conducting suppression activities at a residential fire located at 1810 E. Barker Ave. While these suppression activities were taking place another call was dispatched for an individual not breathing at 2925 Jackson Street. Without hesitation you responded to this call and while on scene gave the necessary care to sustain life. Due to your quick response and efforts we were able to transport a viable person to St. Anthony's Hospital.

President Harris advised the Commission that the minority hiring list was down to two applicants and according to the Fire Merit Ordinance the Commission would have to start the hiring process again.

President Harris asked Ms. Neulieb to make sure an ad would get in the paper regarding the hiring.

Commissioner Skierkowski commented on starting the hiring process and being in compliance with the consent decree.

Discussion ensued among President Harris, Attorney Krause, Commissioner Skierkowski and Chief Novak.

President Harris stated the two (2) applicants on the minority list shouldn't have to retest, because their scores have been certified.

Commissioner Skierkowski stated that in good faith the last two applicants on the minority list should be offered the option to take the test again or stay on the minority list as is.

Chief Novak addressed the Commission regarding when the department will need to hire due to firefighters retiring.

There was discussion among President Harris, Attorney Krause, Commissioner Skierkowski, Chief Novak, and Councilwoman Boy.

President Harris stated the Commission would take applications until August 13, 2011, have the tutorial on September 22, 2011, written test on September 24, 2011 at the Fire/Police Training Center and the agility test on October 1, 2011.

President Harris advised that he would check with personnel regarding the application form that are used to send to applicants and that it is posted on the emichigancity.com web page.

Deputy Chief Novak reported that the two applicant names the Commission forwarded to the Chief's Office will be going to Indianapolis this week for testing and their goal is to have them sworn into the department beginning of April.

Chief Novak stated the Fire Department received a grant for diesel exhaust systems that will be installed at each station.

Chief Novak advised that there is an academy in Indianapolis for probationary firefighters possibly to attend since Wayne Township closed and will have more information about that in the near future.

Chief Novak advised the first firefighter on the list has passed all his requirements and is being sent down to State PERF for their approval. Chief Novak stated that he completed Clay Townships Fire Academy and they would like him to attend an EMT class during his first year.

Commissioner Stimley made a motion to wave the academy, second by Commissioner Mock, motion carried. **Motion 4 – 0.**

Commissioner Skierkowski commented on the scores/points given to probationary firefighter applicants during the hiring process and how it affects their ranking on the hiring list.

Commissioner Mock commented on her thoughts regarding this matter.

The Commission agreed that changes and amendments do need to be done and should be addressed at the Fire Merit Ordinance meetings.

Leo Martorano addressed the Commission regarding his concerns with how their hiring process effected him.

President Harris addressed some of Mr. Martorano's concerns.

There were no comments from the Commission

There were no comments from the public.

President Harris advised that the next Fire Merit Commission meeting will be held on April 4, 2011, 5:00 p.m. in the Council Chamber, City Hall.

President Harris asked if there were any more comments or questions and hearing none, a motion by Commissioner Stimley, second by Commissioner Mock the Meeting was adjourned at 6:11 p.m.