

## MICHIGAN CITY FIRE MERIT COMMISSION



100 EAST MICHIGAN BOULEVARD  
MICHIGAN CITY, INDIANA 46360  
219-873-1570  
KEITH HARRIS, PRESIDENT  
JOHN SKIERKOWSKI, VICE PRESIDENT  
LOUISE MOCK, SECRETARY  
JOHN STIMLEY, COMMISSIONER  
ROBERT POLLOCK, COMMISSIONER  
PAMELA KRAUSE, ATTORNEY

Michigan City Fire Merit Commission Meeting Minutes: **August 6, 2012 5:00 p.m.**

President Harris called the meeting to order. A quorum was noted with all commissioners in attendance. Others present Chief Ronnie Martin, Council Person Pat Boy, and Attorney Pamela Krause

Commissioner Harris asked for an approval of the agenda, Motion to approve agenda by Commissioner Skierkowski; 2<sup>nd</sup> by Commissioner Pollock **Ayes 5 Nays 0; motion carries**

Approval of minutes from July 6, 2012 by Commissioner Stimley, 2<sup>nd</sup> by Commissioner Mock; **Ayes 5 Nays 0; motion carries**; Commissioner Pollock made a correction minutes noted as making motion/seconding minutes; was not present.

There were no communications.

Claims for payroll \$1,426.67, training books \$277.50; Motioned by Commissioner Pollock, and 2<sup>nd</sup> by Commissioner Stimley. **Ayes 5 Nays 0 motion carries**

**No reports from City Council Liaison, Councilwoman Boy.**

**No reports from Fire Merit Commission Attorney Krause.**

### **New Business**

**Evaluation dated January 12, 2012**; brought to Commissioner Harris attention by Chief Martin. Item to be address was on page 2, VI. A mathematical error occurred, and although the ordinance reads any objection the firefighter is to appeal the score within 10 days. Commissioner Harris advised it was their discretion of the commission Motioned by Commissioner Pollock to approve the correction of the score, and 2<sup>nd</sup> by Commissioner Stimley. Roll call; Commissioner Harris (aye), Commissioner Skierkowski (aye), Commissioner Mock(aye), Commissioner Stimley (aye), and Commissioner Pollock (aye) **Ayes 5 Nays 0 motion carries.**

Commission Harris, asked Chief Martin to make correction to the evaluation score and have put in the firefighters file. A copy of the changes will be sent to Chief Martin for clarification.

Commissioner Pollock suggested that a total line be added at the bottom to add horizontal and vertical to eliminate any future errors. Commissioner Harris stated that the change would be done before the next evaluation.

### **Disciplinary Action dated July 18, 2012;**

Motioned by Commissioner Mock to uphold the Chief's Martin recommendation; 2<sup>nd</sup> by Commissioner Pollock. **Ayes 5 Nays 0 motion carries.**

## **Old Business**

### **A. Update on Application**

Commissioner Harris stated there are approximately 199 applications. Deadline is Friday, August 10, 2012 @ 4p.m. Commissioner Harris stated next week he would get a complete list to the commissioners of all applicants and totals.

Commissioner Harris asked Chief Martin to reserve the Training Center August 23, 2012 at 6pm for tutorial training using both room.

Commissioner Harris stated that the test will be at the AK Smith Center August 25<sup>th</sup>; applicants are to be in their seats by 8 a.m. with no admittance after that time.

Commissioner Skierkowski requested an instructor's manual a couple of days before the test to refresh. He also added that all commissioners should be present and on time for the testing and to be early to get everyone registered; adding 2 commissioners could grade the test, to expedite the applicants getting out to climb the ladder, and at least one monitoring the laddering climb.

Commissioner Harris also addressed the need to notify the applicants' of the physical agility test a discussion ensued. Commissioner Harris stated that the applicants' would be notified next week as to when the test would occur. The commission scheduled the date to October 13, 2012 and possibly October 14, 2012. Commissioner Pollock questioned the physical requirement; the Commissioner Harris stated that physicals are not done until applicants' are hired. Commissioner Harris stated that a release is signed by each applicant's. Attorney Krause stated she would review the release to assure of its validation.

Commissioner Harris discussed the issue that came up in the workshop scheduled July 24, 2012 @ 5:30 pm; and stated he will be meeting with the City Attorney to discuss the concerns involving the Municipal Codes and the Ordinances.

### **Report from Chief Martin**

EMT class starts August 13, 2012, at the Administration Building, Monday and Wednesday from 6pm to 10pm until December 2012. Chief Martin thanked the commission once again for allowing the firefighter already online and new recruits to participate in the EMT Training.

Chief Martin asked if the commission could provide applicants' with a website/email for them to access to answer their questions.

Public Information Officer Mark Baker is finishing up the CPR training for the new recruits, and staff.

Chief Martin stated that on August 24, 2012 he would celebrate 25 years of service with the Fire Department.

### **Report from Council Person**

Council person Boy stated she will try to attend the meeting scheduled for August 7, 2012 with the city Attorney.

Mention the Blood Drive on August 7, 2012 at St. John Church.

### **Commissioner comments**

Commissioner Skierkowski requests the use of a sound system to play the instructional cd for the applicants' to take notes on.

**No Public comments**

Driver Operator Andrew Knouse stated that the promotional testing schedule for October 6, 2012 historically is scheduled during the 3<sup>rd</sup> week in September; which presents an issue for those firefighters who submit their vacation draw in December of the previous year. He asked for an alternative test date preferably before the October 6<sup>th</sup> date. A tentative date was scheduled for September 29<sup>th</sup>.

**Motion to adjourn by Commissioner Stimley and 2<sup>nd</sup> by Commissioner Pollock Commission voted (5) Ayes – (0) Nays motion carries.**