

# Minutes of the La Porte City Fire Department

## Merit Commission

February 7, 2024

The Merit Commission met in person at Fire Station 1. Present were commission members, Alison Zoll, Dr. James Edwards, Miles Fettinger and Josh Huelat. Assistant Chief Kelly Burke and Captain Tom Lusco were also in attendance.

The meeting was called to order at 6:32 PM.

A motion to accept the minutes from January was made by Josh Huelat and seconded by Miles Fettinger.

Old Business – The promotional eligibility list was shared with the Merit Commission.

Miles Fettinger made a motion to accept the promotional eligibility list; Dr. James Edwards seconded. The motion passed unanimously.

Assistant Chief Kelly Burke reported that Nicholas Terrell passed the ladder climb, smoke mask and swim test, but waiting for his results from Public Safety Medical Exam and CPAT test.

Alison Zoll spoke with Duneland regarding marketing for new applicants. They recommend stopping radio ads, targeting more social media platforms and YouTube and utilizing digital applications. The total budget is \$1500.00; \$750.00 for social media platforms and \$750.00 for YouTube and will include the digital application. Duneland will have Admin access, with Fire having complete access including notifications being sent.

There was discussion regarding changing the order of documentation requested when applying which may help applicants meet the deadline. Copies of the applicant's birth certificate, photocopy of valid driver's license, and copy of high school diploma or G.E.D will be required upon an official offer of employment. All applications are due on or before 11:59 PM March 27<sup>th</sup>, testing is scheduled for April 13<sup>th</sup>.

Dr. James Edwards made a motion to approve payment to Duneland to start the process; Miles Fettinger seconded. The motion passed unanimously.

Miles Fettinger made a motion to approve the order of documentation requested at the time of applying; Josh Huelat seconded. The motion passed unanimously.

New Business – No new business.

Miles Fettinger made a motion to adjourn, Josh Huelat seconded at 7:30 PM.

Recorded by Dawn Prater

Ian Eldridge Merit Commission Secretary