



MINUTES

September 11, 2018

LA PORTE CITY POLICE DEPARTMENT
MAIN FLOOR MEETING ROOM
1206 MICHIGAN AVENUE
LA PORTE, INDIANA 46350

I CALL TO ORDER – 2:05 pm

President Terry Scherer called the regular meeting of the La Porte City Police Merit Commission to order. The Board members in attendance were Mr. Scherer, Mr. Fruth and Mr. Juday. Also in attendance were, Chief Tom Owens, Asst. Chief Smith, Cpl. Ferguson, Attorney Biege, Larry Pinkerton, Roger Galloway, Sarah Smith, and Administrative Assistant Corinne Fitzgerald.

II APPROVAL OF MINUTES

As each member had received a copy of the minutes of the August meeting, Mr. Scherer dispensed with the formal reading of them. Mr. Fruth moved and Mr. Scherer seconded the minutes be approved as submitted. Unanimously carried.

III CORRESPONDENCE

Nothing at this time.

IV OLD BUSINESS

Sarah Smith presented the contract for the Promotional School and Testing 2018 and the invoice from Human Synergistics. Sarah Smith stated the invoice from Human

Synergistics was in question as the amount seemed high. Chief Owens agreed the amount was high and said he thought a grant was paying for the survey. Sarah Smith said it wasn't a grant, but were supposed to get so many free, and she doesn't know why they billed so much. Sarah Smith said she paid it but they could rework the amount as it was kept separate. Sara Smith stated they have a high degree of integrity and will make it right. Asst. Chief Smith asked if Sarah knew how many officers actually took the survey. Sarah Smith said it was in the 20's instead of the 30's which is another issue because they shouldn't be billing for something that wasn't used. Sarah Smith stated she will work it out with Human Synergistics and said she didn't anticipate that being a cost to the city as it was not what they originally presented to the city.

Chief Owens inquired about the OSHA costs included in the contract, OSHA 10 hours general industry card. Sarah Smith said that was the \$8.00 per card for whoever completes the school. Sara Smith stated you didn't have to have the cards ordered if you chose not to do that. Chief Owens asked what was the purpose of the cards. Sarah Smith said it was good for a lifetime, potentially it might help officers you are retired to do something else as they would have an extra credential. Sarah said it covers electrical safety, etc. Sarah Smith said there is a module for it but if you don't want to go that route you don't have to. Chief Owens stated that he didn't know why the card would be valuable to us today as OSHA in Indiana really doesn't affect the police department. Sarah Smith said she could put more emphasis on supervisory skills instead of the OSHA card. Chief Owens said he would rather see that.

Sarah Smith stated she will redirect the class more towards police supervision type of topics. Sarah said she had plenty of topics and would develop that curriculum.

Chief Owens stated the contract will also go through the city attorney and then the board of works. Sarah Smith stated she will email Chief Owens a revised contract with OSHA eliminated.

Mr. Fruth moved and Mr. Juday seconded a motion authorizing only the training set forth in the contract presented. Unanimously passed.

V. NEW BUSINESS

Mr. Scherer stated a need to make changes to the Rules and Regulations of the La Porte Police Civil Service Commission. The first change is on Page 2, Section III, Promotional School or Self Study Program, Subsection C, "Attendance shall be mandatory once registration for the school or program is submitted" should be changed to "*Attendance shall be encouraged but not mandated once registration for the school or program is submitted.*"

Mr. Juday made a motion to pass the change and Mr. Fruth seconded the motion. Unanimously carried.

The second change is on Page 2, Section IV, Written Competitive Promotional Examinations, Subsection D, change to read “*Attendance at the promotional school is not required in order to take the promotional examination. However, once registration for the promotional examination is submitted, attendance to take the promotional examination is mandated.*”

Mr. Fruth made a motion to pass the change and Mr. Juday seconded the motion. Unanimously carried.

There was discussion for the promotional test, that if there is a legitimate reason you cannot make it, an alternative test date will be looked into. Sarah Smith said she will accommodate anyone who needs a legitimate alternative date need. Sarah Smith stated there will be no additional cost for an alternative test date.

Chief Owens asked what it would take research wise to find out if he could add under the authority of the Chief of Police to grant paid administration leave. Chief Owens said the Chief of Police already has the authority to grant up to 5 days suspension, but there is nothing that allows the chief to grant paid administration leave, but there is also nothing that allows the chief not to do it. Attorney Biege said that it was a monetary benefit and he believed it would fall under the city human resource rules. Attorney Biege also stated it doesn't come up enough to have it and that the merit commission doesn't have the authority to grant it.

Chief Owens stated the new K9 dogs, Dallas and Kerr, will be graduating this Friday, September 14, and have their first demo at the fairgrounds on the 15th.

Mr. Galloway stated the budgets were coming up and the 2% on retirement is going through.

Sarah Smith thanked Asst. Chief Smith for all the work she did on the promotional school and thanked Mr. Scherer and Chief Owens for being understanding about the change in the university schedule.

Mr. Scherer announced the promotional school will be held on Wednesday, October 3, 10, 17, 24, two sessions. The exam will be Wednesday, November 7 at 10:00 a.m. All deadlines are Friday September 21.

Mr. Scherer announced there would be an executive session immediately after the meeting and an executive session on Thursday, September 13 at 9:00 a.m.

Mr. Fruth announced he will not be at the October meeting.

IV CERTIFICATION UPDATE

No report at this time.

VII PAST PERFORMANCE

Mr. Scherer stated he received an appeal from Cpl. Jackson regarding his past performance.

VIII EDUCATIONAL SCHOOLS, ADDITIONAL TRAINING AND IN-SERVICE COMPLETED ON THE FOLLOWING DATES:

None at this time.

IX EXPENSES

A claim was submitted in the amount of \$945.00 for services rendered by Attorney Doug Biege.

A claim was submitted in the amount of \$106.42 for services rendered by Kasey Everts for the period of August 4, 2018 to August 17, 2018.

A claim was submitted in the amount of \$106.42 for services rendered by Corinne Fitzgerald for the period of August 18, 2018 to August 31, 2018.

X EXPLORERS, RESERVES AND HONOR GUARD

No update at this time.

XI APPLICANTS

There are currently many applicants going through the hiring process.

XII ADJOURNMENT - 2:36 p.m.

The meeting was adjourned by a motion made by Mr. Scherer and seconded by Mr. Fruth. Unanimously carried. The next meeting will be held on Tuesday, October 9, 2018, at 2:00 pm.

Respectfully submitted by:

Norman Juday
Secretary
La Porte City Police Merit Commission

Kasey Everts
Secretary