

Minutes of the La Porte City Fire Department

Merit Commission

March 2, 2022

The Merit Commission met in person at Fire Station 1. Present were commission members, Edward Gondeck, Miles Fettinger, Dr. James Edwards, Alison Zoll and Josh Huelat. Chief Andy Snyder, Assistant Chief Kelly Burke, City Councilwoman Julie West, Captain Doug Biernacki, Firefighter Zach Kanney and multiple Firefighters were also in attendance.

The meeting was called to order at 6:37 PM.

A motion to accept minutes from February was made by Edward Gondeck and seconded by Josh Huelat.

Old Business – Application packets are available online and can be picked up in person at Station 1. Chief Andy Snyder reported that one application had already been received.

Miles Fettinger reported that he spoke to Erica Kanney from Duneland Media. They agreed to a schedule of online ads which should be running soon. Radio ads have been secured with B100, WCOE and Hometown News and are scheduled to run throughout the month of March.

Assistant Chief Kelly Burke requested the Merit Commission provide a reference sheet for frequently asked questions to be available at the front desk. He wanted to make sure all inquiries are being answered consistently about the application process. This information will also be added to the website and application packets.

New Business – Chief Andy Snyder reported that midyear performance ratings will be distributed in March and are expected to be complete by May 1, 2022.

Chief Andy Snyder reported that he received a letter of retirement from Battalion Chief Rob Sabie. It was presented to the Board of Works and they authorized the Merit Commission to move to hire his replacement. They also authorized the commission to make all necessary promotions to fill the vacancy in rank and any subsequent positions. Chief Andy Snyder submitted a letter to the Merit Commission requesting the vacancy created in Battalion Chief be filled at their earliest convenience. The Commission submitted a letter to Chief Andy Snyder with the top three names from the Battalion Chief list. Chief Andy Snyder submitted a letter to the Merit Commission recommending Kelly Burke, the top name on the list, to be appointed to fill the vacancy. The Merit Commission agreed and Kelly Burke accepted the position. However, since Kelly Burke currently holds the appointed position of Assistant Chief he cannot hold a merited rank at the same time. Therefore, if at a point in time he is no longer in an appointed position his new merit rank will be Battalion Chief. Since this still left a vacancy of Battalion Chief, Chief Andy Snyder submitted a letter to the Merit Commission requesting the top three names on the Battalion Chief list. The Merit Commission submitted a letter to Chief Andy Snyder with the top three names from the Battalion Chief list. Chief Andy Snyder

submitted a letter to the Merit Commission recommending Doug Biernacki, the top name on the list, be appointed to fill the vacancy. The Merit commission agreed and Doug Biernacki accepted the position as Battalion Chief. With Doug's promotion to Battalion Chief a vacancy in the position of Captain was created. Chief Andy Snyder submitted a letter to the Merit Commission requesting open position of Captain be filled at their earliest convenience. The Merit Commission submitted a letter to Chief Andy Snyder with the top three names from the Captain list. Chief Andy Snyder submitted a letter to the Merit Commission recommending Zachary Kanney, the top name on the Captain list, to be appointed to fill the vacancy. The Merit Commission agreed and Zachary Kanney accepted the position of Captain.

Chief Andy Snyder reported that background checks have been returned from the Indiana State Police for the top three candidates on the current hiring list. He will contact the top name, Christopher Gaines.

Ed Gondeck made a motion to adjourn, Josh Huelat seconded at 7:07 PM

Recorded by Dawn Prater

Alison Zoll Merit Commission Secretary