

# Minutes of the La Porte City Fire Department

## Merit Commission

June 8, 2022

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

The meeting was called to order at 6:35 PM.

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

Old Business – Chief Andy Snyder reported that midyear performance ratings are complete except for the Battalion Chiefs, which will be completed within the next few weeks. President Fettinger indicated he and Josh Huelat could prepare Chief Snyder and Assistant Chief Burke's performance rating after the July Commission meeting.

Chief Snyder reported that the Pension Board decided not to pursue a conditional offer of employment to Mr. Blake Boardman. Therefore, Chief Snyder requested the next applicant be forwarded to the Department for consideration. After discussion the Merit Commission determined the next applicant should come off the new list since it took effect as of May 1, 2022.

Assistant Chief Kelly Burke received a copy of the most current promotion list as requested at the May meeting.

New Business – President Miles Fettinger presented the Commission with the list of applicants and scores that had completed the application process. After review a motion was made by Dr. James Edwards to certify the list as submitted to be effective until April 30, 2024 and seconded by Josh Huelat. Motion passed unanimously.

President Miles Fettinger will coordinate with Dawn Prater to send letters to every applicant informing them of their ranking on the list.

Chief Snyder informed the Commission that certain criteria for hiring had been discussed and adopted in an Executive Session meeting in November 2018. However, these requirements had not been adopted at a monthly public meeting of the Merit Commission. To make sure the proper public notification of these conditions of employment is published, a motion was made by Josh Huelat and seconded by Alison Zoll that all applicants must satisfactorily pass the following:

- CPAT Certification (Candidate Physical Ability Test)
- Ladder Climb (75 ft. at a 70 degree angle)
- Smoke Mask Practice (to determine Claustrophobia; wear a taped over SCBA mask and helmet, follow a designated course of fire hose around obstacles.

- Swim Test (tread water for 12 minutes and retrieve a 10 pound weight from bottom of pool to surface edge. The motion passed unanimously.

Josh Huelat made a motion to adjourn, Alison Zoll seconded at 7:22 PM

Recorded by Dawn Prater

Alison Zoll Merit Commission Secretary