

City of Portage
Police and Fire Commission Meeting
Monday, July 1, 2013, 6:30 p.m.
City of Portage Municipal Building, 115 West Pleasant Street
Conference Room Two
Minutes

Members Present: Thomas Drury, President; Jeynell Boeck, Pat Hartley,
Charles Miller, Kay E. Miller

Others Present: Assistant Police Chief Kevin O'Neill, Mayor Bill Tierney

1. Roll Call

Meeting was called to order by Drury at 6:29 pm.

2. Approval of previous meeting minutes

Motion by Hartley, second by K. Miller to approve the minutes from the May 8, 2013 meeting. Motion passed unanimously by call of roll.

3. Recruitment and selection of part-time Police Officers.

Drury discussed the problem where the eligibility list of 15 potential candidates had been exhausted to fill the part-time officer position and how the PFC should proceed to fill this position. The 10 mile radius rule for this position has made it difficult if not impossible to fill.

Assistant Police Chief O'Neill discussed an email that he received from City Administrator Shawn Murphy on 7/1/13 (attached), which states that there is no clear provision within the personnel policy regarding residency requirements. O'Neill stated that according to this email, there is no 10 mile radius or 40 minute response time for the part-time position. Transporting is the main duty for the part-time officer, and it can be expensive to out-fit a part-time officer for this position. Other options include discussing the filling the position with a former military person, like Lucas Dawson, or going deeper into the applicant list.

Mayor Tierney stated it's important for this position to be filled as soon as possible.

Motion by Hartley, second by Boeck to recommend the police department look further into the eligibility list, such as application rating 16 or lower, to determine if any of these applicants meet the qualifications for a part-time officer. At such time, interviews can be scheduled with the PFC. If the police department is not able to obtain an eligibility list, then further

avenues will be opened in the recruitment process, such as newspaper ads or the city website. Motion carried unanimously on call of roll.

4. Adjournment

Next meeting was set for August 14, 2013.

Motion by Hartley, second by Boeck to adjourn the meeting at 7:17 pm.
Motion carried unanimously on call of roll.

Minutes prepared by Chuck Miller