

WEST LAFAYETTE POLICE MERIT COMMISSION MINUTES
February 14, 2011

The West Lafayette Police Merit Commission met in regular session in the Lower Level Conference Room of City Hall on February 14, 2011, at 7:00 p.m.

Mayor Dennis administered the oath of office as a member of the West Lafayette Police Merit Commission to Dr. Song I. No, who replaces Dr. Jill Suitor.

Police Chief Dombkowski presented Dr. No with a Police Merit Commission identification badge.

Police Merit Commission President Leverenz called the meeting to order and presided.

PRESENT: Commissioners Corrigan, Kirkpatrick, Leverenz, No, and Troyer.

ALSO PRESENT: Commission Attorney Brooks, Police Chief Dombkowski, and Captain Leroux

APPROVAL OF MINUTES

Commissioner Kirkpatrick moved to approve the minutes of January 10, 2011, meeting. The motion was seconded by Commissioner Troyer. The minutes were approved by unanimous voice vote.

OLD BUSINESS

Changes to Police Merit Commission Rules and Regulations

Commission Attorney Brooks presented the changes the Merit Commission previously discussed:

- ▶ Article II, page 4, C(1) regarding the polygraph exam, it is now at the discretion of the Commission as to who shall be administered polygraphs.
- ▶ Article II, page 6, L(1) now mirrors State statute, so that a member's appointment is for a period not to exceed one year. With this change, the Chief can recommend an officer be taken off probationary status, but the Commission would have the final authority.

Police Chief Dombkowski reported that the Department's *Standard Operating Procedures* was in conflict, and Captain Leroux has recommended a change to match the *PMC Rules & Regulations*. This would be approved with any other changes, when the review of the entire *SOP* is completed.

- ▶ Article III, new (6) to reflect electronic versions of the *Rules & Regulations*.
- ▶ Article III, D reflects that each member shall have access to the manual.

There was discussion about distribution of the changes to the officers. Counsel Brooks suggested that officers sign a document that says that they understand that specific changes were made. Police Chief Dombkowski added that such documents would be added to the officers' personnel files. Commission President Leverenz expressed concern about the officers' immediate access to the *Rules*. Captain Leroux reported that the Department's *SOP* is on the laptops in Police vehicles.

Commissioner Troyer moved that the four amendments be approved. Commissioner Corrigan seconded the motion.

Commissioner Kirkpatrick asked for confirmation that, in Article II, A, the last sentence, "The Commission shall review the application forms used to consider applicants for compliance with

all federal and state laws.” refers to the forms themselves, not the completed forms. Counsel Brooks confirmed that statement, that the Commission approves the blank forms.

The motion to accept the changes was approved unanimously by voice vote.

The changes “take effect upon such time as all members of the department have been furnished copies, or thirty (30) days after their adoption, whichever occurs later.”

Applicants: Police Interview Board and PMC Interviews

Captain Leroux reported that the Police Interview Board convened on February 2 and interviewed seven applicants. The Police Merit Commission decided to schedule interviews for February 28 at 6:00 p.m. There is currently one vacancy in the Department.

NEW BUSINESS:

Chief’s Report

Police Chief Dombkowski distributed copies of his monthly report to the Council. He highlighted that Lieutenant Troy Harris was named Officer of the Year, and Sergeant Cindy Marion will be honored as a Woman of Distinction on March 1 at the YWCA Salute to Women Banquet.

Counsel Brooks stated that the Police Merit Commission was not notified of Lieutenant Harris’ recognition. Commissioner Corrigan announced that he would email the Commission of future Officers of the Quarter and Officers of the Year.

Police Chief Dombkowski announced that he is scheduled to go to the F.B.I. Academy for ten weeks, beginning April 1. He will be gone through mid-June. Captain Leroux will be the Chief’s proxy during the time the Chief is away.

NEXT MEETING

February 28, 2011, at 6:00 p.m. – Executive Session

March 14, 2011, at 7:00 p.m. – Regular meeting [This may be cancelled.]

ADJOURNMENT

Commissioner Troyer moved to adjourn the meeting. The motion was seconded by Commissioner Kirkpatrick. Commission President Leverenz adjourned the meeting, the time being 7:52 p.m.



Larry Leverenz
President



Bob Troyer
Secretary