

WEST LAFAYETTE POLICE MERIT COMMISSION MINUTES  
January 11, 2016

The West Lafayette Police Merit Commission met in regular session at the West Lafayette Morton Community Center on January 11, 2016, at 7:00 p.m.

PRESENT: Commission President Shafer, Commission Vice President Corrigan, Commissioner Troyer, Commissioner Parker, Commissioner Rollock, and Attorney Zach Williams

ABSENT: None

ALSO PRESENT: Chief Dombkowski, Deputy Chief Harris, and Larry Leverenz

Prior to the start of the meeting, Mayor Dennis administered the Oath of Office to Commission President Shafer and Commissioner David Rollock.

APPROVAL OF MINUTES

Commission President Shafer called the meeting to order. President Shafer asked for a motion to approve the minutes for the December 2015 meeting. Commission Vice President Corrigan moved that minutes be approved. The motion was seconded by Commissioner Troyer. The motion was passed by unanimous voice vote.

INTRODUCTION TO NICHOLE FOSTER WHO IS KATHY MCINTOSH'S REPLACEMENT

President Shafer introduced Nichole Foster who is taking Kathy McIntosh's place. President Shafer and Deputy Chief Harris discussed that it may be a temporary situation as Ms. McIntosh's replacement at the Police Department started today.

COMMISSION ELECTIONS

Commission President Shafer asked for nominations for the election of Merit Board Commissioners.

Commissioner Troyer nominated Tom Shafer for President, and Vice President Corrigan seconded the motion. The motion passed by unanimous voice vote.

Commissioner Troyer nominated Don Corrigan for Vice President, and Commissioner Parker seconded the motion. The motion passed by unanimous voice vote.

Commissioner Troyer nominated Kathy Parker as Secretary, and Vice President Corrigan seconded the motion. The motion passed by unanimous voice vote.

DEPUTY CHIEF REPORT

Hiring Process Update

Deputy Chief Harris reported that the four new hires (Sanford Swanson, FN Lutz, Christopher Jewell, and Matthew Holtman) have completed every step of the hiring process and their paperwork is now at PERF, and we hope to have it back within the

next two weeks. Once that is done we can set a hire date. He noted that this will bring the Department to full staff with 49 officers.

#### Testing Process Update

Deputy Chief Harris stated that this process began in November 2015, and an interview date of February 5 has been set for the 15 applicants still in the process.

Commissioner Rollock asked how Deputy Chief Harris feels the process of gathering applicants has gone, and if it has been productive.

Deputy Chief Harris responded that the number of applicants has been down the past few years. He discussed ways that the Department has tried to promote the job and make it desirable, and he stated that the number has increased in the past year. Chief Dombkowski added that the Commission has set high standards for what they want to see in a West Lafayette Police Officer, and when we do hire someone those standards are met. Although the standards make our job more difficult, we are dedicated to providing the best applicants we can.

#### Promotional Testing

Deputy Chief Harris explained the process for annual promotional testing, and stated that he has suggested February 9 and February 13 for the Commission to vote on as the days for officers to take the test. He reminded that oral interviews have to be completed by the end of April.

Vice President Corrigan agreed to handle the process and liaison with Captain Sparger for the February 9 testing, and Secretary Parker agreed to attend that day as well.

Commissioner Troyer motioned to hold promotional testing on February 9, 2016, at 2:00 p.m. and February 13, 2016, at 9:00 a.m. Vice President Corrigan seconded the motion. The motion passed by unanimous voice vote.

President Shafer asked that Corporation Counsel Burns or his representative provide information for the remaining people on the new hire list.

#### 2016 Budget

Deputy Chief Harris stated he has provided the 2016 budget report and offered to answer any questions.

President Shafer stated that there was discussion months ago regarding recruitment. He stated that the Commission will give up to \$500.00 to the Department to use at their discretion, relative to what is needed for recruitment. President Shafer and Deputy Chief Harris discussed that those funds have not been used yet.

#### Chief's Report

Chief Dombkowski stated that he does not have a formal report, but he does have information for the Commission. He reported that Lieutenant John Watson graduated from the FBI academy in December. He reported that Lieutenant David Lord will be attending the 10-week Command course at Northwestern University. He stated that we

require all lieutenants to attend that course, and although it does not come cheap, we are a better organization for it. He noted that several go on to a Master's Program through our tuition assistance program.

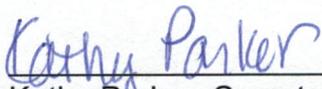
New Business

Vice President Corrigan stated that we have not given the Police Officer of the Year award yet for 2015, and he assumes that is in process.

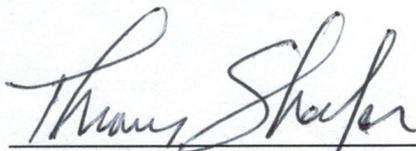
Chief Dombkowski stated that nominations are due this week, and he hopes to have the award given at the February meeting.

Adjournment

Commissioner Troyer motioned to adjourn the meeting, and Vice President Corrigan seconded the motion. The motion passed by unanimous voice vote.

  
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Kathy Parker, Secretary

Attest:

  
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Thomas Shafer, President