WEST LAFAYETTE POLICE MERIT COMMISSION
MINUTES
November 13, 2006

The West Lafayette Police Merit Commission met in regular session at City Hall Council Chambers on November 13, 2006 at 7:30 pm. In compliance with the Indiana Open Door Law, notice of this regular meeting was sent to the press and posted. Copies of the meeting agenda and unapproved minutes of the October 9, 2006 Regular Meeting and October 16, 2006 Special Meeting were available at a table adjacent to the entrance to the Council Chambers.

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

The Pledge of Allegiance was repeated.

PRESENT: Commissioners Don Corrigan, Larry Leverenz, Virginia Nead, John Polles, and Joel Weber.

ALSO PRESENT: Commission Counsel Williams, Chief Marvin, Deputy Chief Walker, Clerk-Treasurer Rhodes, and two members of the police department. No members of the public or the media were present.

APPROVAL OF MINUTES

A. Commissioner Corrigan's motion to "approve the meeting minutes for October 9, 2006" was unanimously adopted.

B. Commissioner Corrigan's motion to "approve the Special Meeting minutes for October 16, 2006" was unanimously adopted.

OLD BUSINESS

A. Commissioner Corrigan provided an update on the working committee to address recruitment issues. During his meeting with Chief Marvin and Deputy Chief Walker, he realized it would benefit all commissioners to learn what the Department did in 2006 and plans to do in 2007 in the area of new officer recruitment. Deputy Chief Walker, Officer Lord and Officer Watson briefed that the Department attended 5 college job fairs/recruitment days during 2006 and plans to attend 13 such events in 2007. It was stated that pay and take home cars were often the first questions asked at job fairs. Pay is competitive. The strengths of the department were emphasized at the job fairs: the opportunity to participate in special teams, the opportunity to work grants and projects to earn additional pay, new facilities, good equipment that keeps up with technology and a patrol car fleet replaced every 2 years. Following additional discussion, the Commissioners thanked Deputy Chief Walker, Officer Lord, and Officer Watson for their informative brief.

B. Commission President Polles provided a draft memorandum to be used by a promoted officer's superior at the end of a promoted officer's probationary period in making a recommendation to the Commission as to whether or not the promotion should be made permanent. He asked that it be reviewed with recommendations fed back to him. It will be discussed at the next meeting. This is needed per Article V.H of the Police Merit Commission Rules and Regulations.

C. Commission President Polles distributed a checklist that will be attached to the officer employment application that delineates what is required to be submitted with the application as specified by Article II.A.(5) of the Police Merit Commission Rules and Regulations.

NEW BUSINESS

A. After discussion, it was determined that new officers Troy Greene and James Spray will be sworn in as West Lafayette Police Officers at City Hall on December 5, 2006 at 11:20 am.

B. Commissioner Weber recommended that interview events be evenly spaced throughout the year. After discussion, agreement was reached to the following schedule for planning purposes:
1st Quarter: New applicant interviews, following initial applicant testing in late October/early November
2nd Quarter: Captain and Lieutenant promotional interviews, with testing in April
3rd Quarter: New applicant interviews, following initial applicant testing in May
4th Quarter: Sergeant promotional interviews, with testing in October

C. The Police Merit Commission meets on the second Monday of each month per the Police Merit Commission Rules and Regulations. There are conflicts for January 8, April 9, and September 10 with Council Meetings. After discussion, Commissioner Nead moved "to keep the dates and find another home, such as the Board of Works Room, to hold the meeting." The motion was unanimously passed.

ITEMS FROM THE FLOOR

A. Chief Marvin reported that the first Citizen Police Academy was a huge success. The department is planning to offer the Citizen Police Academy twice each year, once in the Spring and once in the Fall.

B. Chief Marvin reported that the Department's new police dog, "Kay," is on the job. At the completion of training, Officer Dunscomb and Kay competed in the American Working Dog World K9 Olympics. The Officer Dunscomb and Kay placed first in one competition, second in another competition, and sixth overall in a team competition among a field of 80 handlers and their dogs.

C. Chief Marvin reported on a staff meeting decision to wait until after the applicants who tested on November 11 have been integrated into the eligibility list before requesting the names of the three highest applicants to fill the three new police positions.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting adjourned at 8:36 pm.

John Polles
President

Joel Weber
Secretary

WEST LAFAYETTE POLICE MERIT COMMISSION

Meeting Agenda, 13 November 2006
7:30 P.M., Council Chambers, City Hall

Opening

Pledge of Allegiance
Roll Call
Approval of Minutes for Meeting on 9 October 2006
Approval of Minutes for Special Meeting on 16 October 2006

Old Business

Update from the working committee to address recruitment issues (Commissioner Corrigan)
Proposed Evaluation Check List for rating newly promoted officers (Commissioner Polles)
Addition of Application Checklist

New Business

Setting the date and time for the swearing in of our two new applicants (Polles)
Annual scheduling of recurring Commission events (Commissioner Weber)
Setting the schedule for the 2007 WLPMC Regularly Scheduled Meetings (Polles)

Items from the Floor

Public Comments

Adjournment