



**MERIT COMMISSION MINUTES**

October 3, 2024

The monthly meeting of the Merit Commission was held at the Lawrence Government Center, Lawrence, Indiana. Those in attendance were as follows:

<b>Commissioners:</b>	Amy Coats	President
	Randy Warman	Commissioner
	Herman King	Commissioner

<b>CLFD:</b>	Robert Wallace	CLFD Fire Chief
	Tony Dowd	CLFD Deputy Chief
	Kalie KD	CLFD Executive Assistant

**Call to Order:** President Coats called the meeting to order at 18:08 hours and led those present in reciting the Pledge of Allegiance, followed by prayer by Commissioner Warman.

**Commission Members Comments:** Commissioner Warman acknowledged the 28th annual reading of the names at the memorial service held by Firefighters Union Local 416. Lieutenant Nick Rimmel led the Pledge of Allegiance. Special mention of Lawrence firefighter Jeff Holt, who lost his life in the line of duty in 2018.

**Fire Chief's Comments:** The Lawrence Firefighters Family Assistance Program will host a Toy Drive event on December 13 at Station 38. Setup will be at 7 AM, and the event will run until approximately 11 AM. The toy drive is underway, with good quality toys available from last year. Donations will be sought from local businesses.

**Approval of Minutes:** Minutes from the June 6, 2024, meeting were reviewed and approved without changes.

**Old Business:** There was no Old Business to discuss.

**New Business:**

**1. Promotion Process Certification:**

- The commission discussed certifying the promotion process for lieutenants and captains.
- A motion was made to approve the lieutenant promotion list effective December 8. Motion seconded and passed unanimously.
- A motion was made to approve the captain promotion list effective December 8. Motion seconded and passed unanimously.

**2. Lateral Transfer Process:**

- Discussion on the current lateral transfer process, which includes firefighter/paramedic and EMT positions.
- A motion was made to expire the current firefighter/paramedic list. Motion seconded and passed unanimously.
- A motion was proposed to create a new firefighter EMT lateral transfer list, set to expire 365 days from the date it is initiated. Motion seconded and passed unanimously.

**Good of the Order Comments:**

1. **Future Hiring Process:**

- Plans to start a hiring process in February or March next year, as current staffing is adequate but will need to address upcoming retirements.

2. **Ongoing Staffing:**

- Currently fully staffed with 83 firefighters, though three retirements are anticipated in the first quarter of next year.

**Adjournment:** President Coats adjourned the meeting at 18:35 hours.

Respectfully submitted,

Kalie Kearney-Dunkerson, Recording Secretary