AGENDA
POLICE MERIT COMMISSION
Monday, August 23, 2021 9:00 a.m.
Council Chambers
Municipal Building, 229 S. Second Street, Elkhart, IN 46516
https://coel.webex.com/coel/j.php?MTID=m34338fb2765900c2265586d92b8d4d6
Meeting Number 180 101 2197
Password Police21

1. Call to Order

2. Roll Call

3. Approve Agenda

4. Minutes- Regular Meeting August 9, 2021

5. Police Department
   - Change of Status- Cpl. Travis Barnes, Cpl. Jesus Contreras
   - Retirements- Cpl. William Heerschop, Lt. Doug Ryback
   - Commendations- Cpl. Jared Davies, Sgt. Dan Jones,
     Sgt. Ryan Huff, Cpl. Drew Neese, Cpl. Christopher Lewis

6. Public Participation

7. Adjournment
POLICE MERIT COMMISSION  
Monday, August 9, 2021

President James Rieckhoff called a meeting of the Police Merit Commission to order at 9:00 a.m., Monday, August 9, 2021. Clerk of the Commission Nancy Wilson called the role. Commissioners James Rieckhoff, Thomas Barber, and Brad Billings attended in person. Clifton Hildreth joined on WebEx. Jean Mayes was absent.

1. APPROVE AGENDA
   On motion by Brad Billings, seconded by Thomas Barber and carried 4-0, the agenda was approved as presented.

2. MINUTES- Regular Meeting July 26, 2021
   On motion by Brad Billings, seconded by Thomas Barber and carried 4-0, the minutes from July 26, 2021 were approved as presented.

3. POLICE DEPARTMENT
   Asst. Chief Snyder presented a change of status for Sergeant Jason Gruber from probationary to permanent. Sgt. Gruber successfully completed six months of probation. On motion by Brad Billings, seconded by Clifton Hildreth and carried 4-0, Sgt. Jason Gruber was promoted to permanent Sergeant in the Uniform Patrol Division.

   Asst. Chief Snyder presented a time and grade promotion for Patrolman Clay Martin. He completed his second year as a Police Officer and his status changed from 3rd Class to 2nd Class. Jim Rieckhoff accepted the notification.

   Asst. Chief Snyder presented a time and grade promotion for Patrolman Matthew Lehner. He completed his third year as a Police Officer and his status changed from 2nd Class to 1st Class. Jim Rieckhoff accepted the notification.

4. ADJOURNMENT
   On motion by Clifton Hildreth, seconded by Thomas Barber and carried 4-0, the City of Elkhar, Indiana Police Merit Commission was adjourned at 9:05 a.m.

______________________________________  James Rieckhoff, President

Attest: ________________________________  Clifton Hildreth, Secretary
August 13, 2021

Police Merit Commission
Municipal Building
229 S. Second Street
Elkhart, IN 46516

RE: Change of Status - Promotion
Cpl. Travis Barnes #423
Sergeant

Dear Commissioners:

Cpl. Travis Barnes interviewed for the position of Uniform Division Patrol Sergeant and was selected by the Promotional Review Board; I concur with their recommendation. His effective date was August 9, 2021 and will serve on Watch II. Per policy this promotion will have a probationary six month period.

Respectfully submitted,

[Signature]

Kris Seymour
Chief of Police

KS/kae

Cc: Payroll
   Personnel File
August 13, 2021

Police Merit Commission
Municipal Building
229 S. Second Street
Elkhart, IN 46516

RE: Change of Status - Promotion
Cpl. Jesus Contreras #374
Sergeant

Dear Commissioners:

Cpl. Jesus Contreras interviewed for the position of Uniform Division Patrol Sergeant and was selected by the Promotional Review Board; I concur with their recommendation. His effective date was August 9, 2021 and will serve on Watch III. Per policy this promotion will have a probationary six month period.

Respectfully submitted,

Kris Seymour
Chief of Police

KS/kae

Cc: Payroll
    Personnel File
August 12, 2021

Police Merit Commission
Municipal Building
229 S. Second Street
Elkhart, IN 46516

RE: Retirement
Corporal William Heerschop #198

Dear Commissioners:

Cpl. William Heerschop submitted a letter indicating his intent to retire from the Elkhart Police Department effective August 19, 2021. Cpl. Heerschop was hired on February 14, 1995 and upon his retirement he will have served as an officer with our department just over 26 1/2 years.

Cpl. Heerschop served his entire career in the Uniform/Patrol Division. We thank him for his service to our department and the Elkhart Community.

Respectfully,

Kris Seymore
Chief of Police

KS/kae

c: Personnel File
Payroll
August 12, 2021

Police Merit Commission
Municipal Building
229 S. Second Street
Elkhart, IN 46516

RE: Retiremen:
Lieutenant Doug Ryback #310

Dear Commissioners:

Lt. Doug Ryback submitted a letter indicating his intent to retire from the Elkhart Police Department effective August 13, 2021. Lt. Ryback was hired on July 9, 1996 and upon his retirement he will have served as an officer with our department just over 25 years.

Lt. Ryback served his entire career in the Uniform/Patrol Division, as well as being a member of the Elkhart Bomb Squad. We thank him for his service to our department and the Elkhart Community.

Respectfully,

Kris Seymore
Chief of Police

KS/kae

c: Personnel File
Payroll
The Elkhart Police Administration was made aware that you were the lead organizer for the Elkhart Police K9 Fun Run.

*On May 22, 2021 The Elkhart Police K9 Unit hosted the 1st annual K9 Fun Run. The event was to promote a positive healthy interaction with the public, as well as raise training funds for the K9 Unit. Cpl. Davies was the lead organizer for this event, obtaining the proper permits through the city and signing up sponsors. He organized all the activities and details that made the day a success.*

The event itself was very well organized and the positive interaction that our officers had that day with the public were a direct result of your great planning. You were able to guide the K9 Unit officers on what needed to be accomplished for the event to be successful. It is this kind of dedication and professionalism all officers should strive for.

Congratulations and thank you on a job well done.
Respectfully,

Chief Kris Seymour

Captain Steve Price

Captain Dan Milanese

Assistant Chief Chris Snyder

Captain Jeff Eaton

Captain Bryan Moore

KS/ke
The Elkhart Police Administration was made aware of your actions during the following event and we wish to personally commend and recognize you for your outstanding police work and your dedicated service to the Elkhart Community:

On September 29, 2020 officers were dispatched to a local hotel in reference to two babies who had reportedly drowned in a bathtub and were unresponsive. Upon Sgt. Jones’ arrival he observed the mother holding a small female infant who was blue in color and unresponsive, nor breathing. Sgt. Jones immediately took the baby and began chest compressions along with firm pats on her back. The baby coughed up a significant amount of water and began to respond. After a few more firm pats she spat up more water and began breathing again. Medics arrived on scene and took over medical treatment on both babies. Both babies were transported to South Bend Memorial hospital where they made full recovery.

It is my belief that your quick thinking and your life saving techniques played a significant role in the life of this baby, allowing her to fully recover and survive.

This letter of commendation is in recognition in the manner in which you handled this incident. You displayed care and professionalism in a tense situation, keeping calm and taking control immediately without hesitation rendering aide to save an infant’s life.

Your actions reflect highly upon the Elkhart Police Department and the law enforcement profession. We are proud to recognize you Sgt. Jones and to work alongside you. Please continue to be an example to your fellow officers and keep up the great work. Congratulations and thank you on a job well done.
Respectfully,

Chief Kris Seymour

Captain Steve Price

Captain Dan Milanese

Assistant Chief Chris Snyder

Captain Jeff Eaton

Captain Bryan Moore

KS/ke
TO:                Sgt. Ryan Huff #442
FROM:              Administration
DATE:              August 16, 2021
RE:                Above and Beyond Duty – Life Saving

The Elkhart Police Administration was made aware of your actions during the following event and we wish to personally commend and recognize you for your outstanding police work and your dedicated service to the Elkhart Community:

On July 1, 2021 officers were dispatched to a shooting call with injuries. When officers arrived they found a 71 year old female had been struck by a bullet in her left upper leg, puncturing her femoral artery. She was already unconscious still sitting in the chair she was in when she was shot. Sgt. Huff and another officer moved her to the floor where he immediately cut her pants to find the bullet wound. At that point Sgt. Huff quickly applied a tourniquet just above the bullet wound and tended to her until the medics arrived. She was taken to Elkhart General Hospital to be stabilized and then transferred to Memorial Hospital for emergency surgery. We received information that she did come through the surgery and is expected to recover from her injury. The hospital physician stated that if Sgt. Huff had not applied the tourniquet the victim would not have survived her injuries.

Your quick thinking and your life saving techniques played a significant role in saving the life of this victim. It was such a tragic event that undoubtedly could have turned out completely different.

This letter of commendation is in recognition in the manner in which you handled this incident. You displayed care and an immediate response in a tense situation, keeping calm and taking control without hesitation rendering aide to save a victims life.

Your actions reflect highly upon the Elkhart Police Department and the law enforcement profession. We are proud to recognize you Sgt. Huff and to work alongside you. Please
continue to be an example to your fellow officers and keep up the great work. Congratulations and thank you on a job well done.

Respectfully,

Chief Kris Seymour
Assistant Chief Chris Snyder
Captain Steve Price
Captain Jeff Eaton
Captain Dan Milanese
Captain Bryan Moore

KS/ke
Commendation

TO:        Corporal Drew Neese #390
FROM:      Administration
DATE:      August 17, 2021
RE:        Commendation

On 7-22-21 at 1152hrs, I was riding double with Cpl. Lewis #406 and we were assigned Area C. We received a call for an unresponsive citizen at 833 E. Indiana Ave., who had apparently locked himself inside of the bathroom.

Upon arrival, it was confirmed that the citizen was inside the bathroom and not responding to verbal communication. Cpl. Lewis forced the bathroom door open and the citizen was found unresponsive and seated on the toilet. Cpl. Lewis placed him on the floor and began assessing his condition. Cpl. Lewis obtained a faint pulse and his breathing had seemed to either be stopped or extremely drawn out. Cpl. Neese #390 arrived on scene and administered Narcan to the citizen. I advised Cpl. Lewis to check his airway, at which point the citizen let out a snore sound and appeared to be breathing. Cpl. Lewis continued to monitor his condition including airway, breathing and pulse until EFD medics arrived to take over treatment and transport the citizen.

Several minutes later, medics advised that the Narcan had taken full effect and that he was talking and alert. It was readily apparent that the Narcan being administered prevented a drug overdose. I was able to personally witness EFD officers save a life, and am extremely proud of this outcome. Cpl. Lewis and Neese both showed calm under pressure and sprang into action without hesitation. These are the attributes that reflect well upon these officers and this Police Department. I am requesting that they both receive lifesaving awards for this incident.
Respectfully,

Chief Kris Seymour

Assistant Chief Chris Snyder

Captain Steve Price

Captain Jeff Eaton

Captain Dan Milanese

Captain Bryan Moore
COMMENDATION

TO: Corporal Christopher Lewis #406

FROM: Administration

DATE: August 17, 2021

RE: Commendation

On 7-22-21 at 1152hrs, I was riding double with Cpl. Lewis #406 and we were assigned Area C. We received a call for an unresponsive subject at 833 E. Indiana Ave., who had apparently locked himself inside of the bathroom.

Upon arrival, it was confirmed that the citizen was inside the bathroom and not responding to verbal communication. Cpl. Lewis forced the bathroom door open and the citizen was found unresponsive and seated on the toilet. Cpl. Lewis placed him on the floor and began assessing his condition. Cpl. Lewis obtained a faint pulse and his breathing had seemed to either be stopped or extremely drawn out. Cpl. Neese #390 arrived on scene and administered Narcan to citizen. I advised Cpl. Lewis to check his airway, at which point he let out a snore sound and appeared to be breathing. Cpl. Lewis continued to monitor his condition including airway, breathing and pulse until EFD medics arrived to take over treatment and transport the citizen.

Several minutes later, medics advised that the Narcan had taken full effect and that he was talking and alert. It was readily apparent that the Narcan being administered prevented a drug overdose. I was able to personally witness EPD officers save a life, and am extremely proud of this outcome. Cpl. Lewis and Neese both showed calm under pressure and sprang into action without hesitation. These are the attributes that reflect well upon these officers and this Police Department. I am requesting that they both receive lifesaving awards for this incident.
Respectfully,

Chief Kris Seymour

Assistant Chief Chris Snyder

Captain Steve Price

Captain Jeff Eaton

Captain Dan Milanese

Captain Bryan Moore