

**AGENDA**  
**POLICE MERIT COMMISSION**  
**Monday, November 8, 2021 9:00 a.m.**  
**Council Chambers**

**Municipal Building, 229 S. Second Street, Elkhart, IN 46516**  
<https://coei.webex.com/coei/j.php?MTID=mb024fa575b40c1da79b1deb616bee255>  
**Meeting Number 2304 291 7995**  
**Password Police21**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approve Agenda**
- 4. Minutes- Regular Meeting October 11, 2021**
- 5. Police Department**
  - Resignation- Ptl. David Herrod**
  - Change of Status- Lt. Travis Snider**
  - Retirement of K9 Mack**
  - 2022 Police Merit Commission Meeting Schedule**
- 6. Public Participation**
- 7. Adjournment**

POLICE MERIT COMMISSION  
Monday, October 11, 2021

President James Rieckhoff called a meeting of the Police Merit Commission to order at 9:00 a.m., Monday, October 11, 2021. Clerk of the Commission Nancy Wilson called the role. Commissioners James Rieckhoff, Clifton Hildreth, Thomas Barber and Brad Billings attended in person. Jean Mayes was absent.

1. APPROVE AGENDA

On motion by Brad Billings, seconded by Clifton Hildreth and carried 4-0, the agenda was approved as amended by adding a statement regarding Carlton Conway.

2. MINUTES- Regular Meeting September 13, 2021

On motion by Clifton Hildreth, seconded by Tom Barber and carried 4-0, the minutes from September 13, 2021 were approved as presented.

3. POLICE DEPARTMENT

Chief Seymore presented prospective officer Adam J. Jackson for hire. Mr. Jackson passed all of the required medical and psychological screenings, as well as the appropriate background searches necessary to become employed with the Elkhart Police Department as a police officer. He asked the Commissioners to approve the hiring of this candidate and swear him in.

On motion by Clifton Hildreth, seconded by Brad Billings and carried 4-0, the Police Merit Commission hired Adam J. Jackson as a police officer for the City of Elkhart Police Department.

Mayor Rod Roberson swore him in as follows: "I Adam Jeffery Jackson, swear that I will diligently, honestly, faithfully and impartially, perform all my duties as a police officer of the City of Elkhart, according to law. I will support and defend the Constitution of the United States; and the Constitution of the State of Indiana. I will observe the rules and regulations established by the Police Merit Commission, and the Chief of Police of the Elkhart Police Department." Mayor Roberson congratulated him. Jim Rieckhoff took a recess for photos.

Jim called the meeting to order. Chief Seymore presented a Change of Status promotion for Captain Dan Milanese. Effective October 1, 2021 he was appointed to the rank of Assistant Chief of Police. The Chief said he is absolutely qualified and a great addition to the command staff. Jim Rieckhoff noted he is an executive officer and the Police Merit Commission has no jurisdiction over the appointment. He thanked Chief Seymore for the formal notification. Asst. Chief Milanese was present and Jim welcomed him saying he is looking forward to great things.

Chief Seymore presented a Change of Status promotion for Acting Lieutenant Andrew Whitmyer to the rank of captain over the Services Division effective October 1, 2021.

Chief Seymore presented a Change of Status promotion for Cpl. James Wrathell to the rank of Acting Lieutenant in the Professional Standards Division effective October 4, 2021. Jim Rieckhoff noted the formal notification.

Chief Seymore presented notification of retirement for Lt. Carlton Conway. His retirement took effect October 8, 2021. He served the Elkhart Police Department just over 23 years. Chief Seymore thanked him for his serve to the Police Department and the Elkhart community.

Jim Rieckhoff announced the disciplinary hearing set for Lt. Conway on

POLICE MERIT COMMISSION

Monday, October 11, 2021

October 13, 2021 is mute and therefore cancelled.

4. ADJOURNMENT

On motion by Brad Billings, seconded by Clifton Hildreth and carried 4-0, the City of Elkhart, Indiana Police Merit Commission was adjourned at 9:16 a.m.

\_\_\_\_\_ James Rieckhoff, President

Attest: \_\_\_\_\_ Clifton Hildreth, Secretary

Rod Roberson  
Mayor

Kris Seymore  
Chief



Police Department  
175 Waterfall Dr.  
Elkhart, IN 46516

574.295.7070  
Fax: 574.293.0679

October 26, 2021

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

RE: Resignation  
Ptl. David Herrod #494


Dear Commissioners:

Patrolman David Herrod submitted his resignation effective October 22, 2021.

Ptl. Herrod joined the department on February 22, 2021. Ptl. Herrod completed the Law Enforcement Academy and currently was in the Patrol Field Training Officer Program.

It is a loss for the Elkhart Police Department but we do wish him well and much success in his new endeavor. At this time I ask that you please accept his resignation.

Respectfully,

  
Kris Seymore  
Chief of Police

Cc: Personnel File  
Payroll

Rod Roberson  
Mayor

Kris Seymore  
Chief



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November 2, 2021

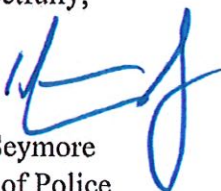
Police Merit Commission  
229 S. Second Street  
Elkhart, IN 46516

RE: Change of Status  
Lt. Travis Snider #358  
Uniform Lieutenant

Dear Commissioners,

On May 6, 2021 Travis Snider was promoted to probationary lieutenant over Watch II, in the uniform patrol division. Lt. Snider has successfully completed his probationary period of six months. I am requesting that his status be changed from probationary to one of permanency as Uniform Lieutenant, Watch II.

Respectfully,

  
Kris Seymore  
Chief of Police

KS:ke

Cc: Lt. Snider  
Payroll  
Personnel File

Rod Roberson  
Mayor

Kris Seymore  
Chief



Police Department  
175 Waterfall Dr.  
Elkhart, IN 46516

574.295.7070  
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October 25, 2021

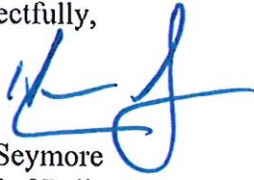
Police Merit Commission  
229 S. Second St.  
Elkhart, IN 46516

Dear Commissioners:

Recently James Wrathell transferred from our K9 Unit, as a handler, to the Professional Standards Division. Due to his age, and the circumstances, his former K9 partner "Mack" is now retired, and will continue to live with Lt. Wrathell and his family. Because of these reasons transfer of ownership is being given to Lt. Wrathell. Lt. Wrathell will be responsible for all liability and future expenses regarding Mack; it has been past practice to allow retiring K-9's to remain with their handlers.

Mack has been honorably retired from the Elkhart Police Department and will remain as a companion to Lt. Wrathell in his care for the remainder of his life.

Respectfully,

  
Kris Seymore  
Chief of Police

Cc: Lt. Wrathell  
Sgt. Ray  
Personnel File

2022  
POLICE MERIT COMMISSION  
MEETING DATES

The Police Merit Commission meets the second and fourth Monday  
of each month at 9:00 a.m., 2nd Floor, Council Chambers,  
Municipal Building, 229 S. Second Street, Elkhart, Indiana

January	10
January	24
February	14
February	28
March	14
March	28
April	11
April	25
May	9
May	23
June	13
June	27
July	11
July	25
August	8
August	22
September	12
September	26
October	10
October	24
November	14
November	28
December	12