

**AGENDA**  
**FIRE MERIT COMMISSION**  
**Monday, August 12, 2024**  
**3:30 P.M.**

**Council Chambers**

**Municipal Building, 229 S. Second Street, Elkhart, IN 46516**

<https://signin.webex.com/join>

MEETING NUMBER (Access Code): 2308 097 7557 MEETING PASSWORD: Fire24  
JOIN BY PHONE: 1-415-655-0001

- 1. Call to Order**
- 2. Roll call**
- 3. Approve Agenda**
- 4. Approve Minutes- Regular Meeting July 22, 2024**
- 5. Fire Department**
  - Request to Advertise- Public Hearing to Change the Fire Merit Commission Rules/ Promotions- Inspector/Investigator**
  - Permission to Test for Inspector/Investigator**
- 6. IAFF Local 338**
- 7. Public Participation**
- 8. Adjournment**

FIRE MERIT COMMISSION  
Monday, July 22, 2024

President Mandy Leazenby called a regular meeting of the Fire Merit Commission (FMC) to order at 3:30 p.m., Monday, July 22, 2024. Nancy Wilson called the role. Commissioners Mandy Leazenby, Doug Bowlby, Bunita Fields-Buggs, Regina Fultes and Jim Rodino were present.

1. AGENDA

On motion by Jim Rodino, seconded by Doug Bowlby and carried 5-0, the agenda was approved as presented.

2. MINUTES

On motion by Regina Fultes, seconded by Jim Rodino and carried 5-0, the minutes from the Regular Meeting on June 10, 2024 were approved.

3. FIRE DEPARTMENT

Separation from Employment

Chief Dave Cushwa presented a separation from employment for Firefighter Seth Skipper. On June 15, 2024 the Fire Pension Board approved a Class 1 Medical Pension for Seth Skipper, immediately ending his employment with the Elkhart Fire Department. Mandy Leazenby accepted the formal notification.

Chief Dave Cushwa presented a separation from employment for Firefighter Kandy Rogers. On July 11, 2024 the Fire Pension Board approved a Class 1 Medical Pension for Kandy Rogers, immediately ending her employment with the Elkhart Fire Department. Mandy Leazenby accepted the formal notification.

Certification of Hiring List

Chief Dave Cushwa presented a list of the applicants for employment at the Elkhart Fire Department, ranked in numeric order, as they have all completed the hiring process for approval. On motion by Doug Bowlby, seconded by Bunita Fields-Buggs and carried 5-0, the FMC certified the hiring list of applicants for employment as a firefighter at the Elkhart Fire Department.

4. ADJOURNMENT

On motion by Jim Rodino, seconded by Doug Bowlby and carried 5-0, the City of Elkhart, Indiana Fire Merit Commission was adjourned at 3:39 p.m.

\_\_\_\_\_ Mandy Leazenby, President

Attest: \_\_\_\_\_ Doug Bowlby, Secretary

Elkhart Fire  
500 East Street  
Elkhart, IN 46516

Phone: (574) 293-8931  
Fax: (574) 522-1023  
[Fire.Admin@Elkhartfire.org](mailto:Fire.Admin@Elkhartfire.org)



Rodney Dale  
*Fire Chief*

Kristi Sommer  
*Assistant Fire Chief*

August 12<sup>th</sup> 2024

Fire Merit Commission  
Municipal Building  
229 S. Second St.  
Elkhart, IN 46516

RE: Hearing for rule change  
Inspector/Investigator

Dear Commissioners:

I am requesting your permission for a hearing to change the requirement of 8 years to 7 and remove the inspector 2 certification from the requirements to obtain the position of Inspector/Investigator.

If you have any questions, or would like further information, please do not hesitate to contact me.

Respectfully,

Rodney Dale  
Fire Chief

Proposed changes for Merit Commission rules dated 12/17/2018

Promotions

- Inspector/Investigator
  - i. Completed ~~eight (8)~~ seven (7) years of service as a career firefighter with the fire department.
  - ii. Have served in good standings at the minimum level of Lieutenant with the Elkhart Fire Department.
  - iii. Obtain Indiana Fire Inspector I, ~~H~~, and Fire Investigator I, by promotion application deadline.
  - iv. Active status Indiana or Michigan Driver's License.
  - v. Successful completion of a department Emergency Vehicle Operations course within twelve months of the promotion application deadline.
  - vi. Be in good standings without receiving any disciplinary suspension within twelve months prior to the application deadline.
  - vii. Complete the promotional testing process for said position.

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August 12th, 2024

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RE: Testing for Inspector/Investigator

Dear Commissioners:

I am requesting your permission to post the testing process for the position of Inspector/Investigator. We would like to start the process as soon as permission is granted, thanks.

If you have any questions, or would like further information, please do not hesitate to contact me.

Respectfully,

Rodney Dale  
Fire Chief