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# MINUTES

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## BOARD OF FIRE AND POLICE COMMISSIONERS

Tuesday, April 12, 2016

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### PRESENT

COMMISSIONERS: Robert Schwieder, Chairman  
Mark Beckwith  
Laura Ford

STAFF: Kim Hankins, Chief of Police / Public Safety Director  
Alison Fleming, HR Manager

- 1. Meeting Called to Order**  
Chairman Schwieder called the meeting to order at 4:34 p.m.
- 2. Roll Call of Members** – Commissioners Schwieder, Beckwith and Ford present.
- 3. Approval of Minutes**  
Commissioner Ford made a motion to approve the minutes of the March 8, 2016 regular meeting; Commissioner Beckwith seconded; motion unanimously carried. Commissioner Beckwith made a motion to approve the minutes of the March 21, 2016 special meeting; Commissioner Ford seconded; motion unanimously carried.
- 4. Review of Executive Session Minutes**  
The minutes from executive sessions held on 04/20/2015, 09/02/2015 and 01/12/2016 were reviewed. Commissioner Beckwith made a motion to maintain confidentiality of all; Commissioner Ford seconded; motion unanimously carried.
- 5. Correspondence**  
Ms. Fleming provided a copy of correspondence sent by her to Nathan Stepp, a candidate on the current Firefighter/Paramedic Eligibility Register, informing him that the Public Safety Director had disqualified him from the list. The disqualification was based on the absence of a high school education or its equivalent and is not subject to a review before the board.
- 6. Retirement Notification**  
The board was provided with a copy of Fire Lieutenant Tom Kennedy's notice of intent to retire effective April 22, 2016. He will retire with 29 years of service. Commissioner Ford made a motion to accept Lieutenant Kennedy's notification; Commissioner Beckwith seconded; motion unanimously carried.
- 7. Promotion – Fire Lieutenant**  
In a letter to the board, Chief Hankins recommended that the top candidate from the Fire Lieutenant Eligibility Register be promoted to fill the vacancy created by the retirement of Lieutenant Kennedy. Commissioner Beckwith made a motion to promote Jerald T. Spiegel to the rank of Fire Lieutenant, effective April 22, 2016; Commissioner Ford seconded; motion unanimously carried.

8. **Position Vacancy – Firefighter/Paramedic**

Chief Hankins requested that a new hire be authorized at this time to fill the vacancy created by the promotion. Commissioner Beckwith made a motion to grant the Chief's request; Commissioner Ford seconded; motion unanimously carried.

9. **Other** – The May 12, 2016 regular meeting is being rescheduled to May 18, 2016.

10. **Public Comment** – None.

11. **Adjournment**

With no further business to discuss, Commissioner Ford made a motion to adjourn; Commissioner Beckwith seconded; meeting adjourned at 4:45 p.m.

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Jody C. Walker, Recording Secretary  
Board of Fire & Police Commissioners