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**Board of Fire and Police Commissioners  
December 13, 2023, Minutes**

Present:

Kenneth Brown  
Tim McTaggart  
Steve Malinsky  
Chief Brent Roalson  
Captain Mike Cheatham

Captain Kyle Booras  
Deputy Fire Chief Mike Mills  
Commissioner Tom Ganiere  
Brienne Petersen

Ken Brown called the meeting to order at 10:00 a.m.

**Public Comment**

None

**Minutes**

Moved by Steve Malinsky second by Tim McTaggart, to approve the minutes of the November 8, 2023, meeting as written. All ayes. Motion passed.

**Fire Promotional Testing**

Deputy Chief Mills contacted IO Solutions to get information on promotional testing materials and pricing. IOS offers three levels of testing with two options. One option is a standardized test that is not specific to the department but a general exam. The cost per exam is \$90/\$114/\$132 respectively. The other option is for IOS to customize the three tests to the City of Ottawa's Fire Department. There is a one-time fee starting at \$8,000.00 for them to customize the written exams then the price per tests remains the same as the standardize exams. Deputy Chief Mills recommends using the standardized for the 2024 promotional testing and if we have good results move to the customized tests if going to continue with IOS for promotional testing.

Moved by Steve Malinsky second by Tim McTaggart to approve IO Solutions as the vendor for Fire promotional testing in 2024. All ayes. Motion passed.

**Fire Candidate Pre-Employment Testing & Police Lateral Transfer Background**

Executive Session

Moved by Ken Brown, second by Steve Malinsky to enter executive session at 10:14 a.m. to discuss a matter of personnel.

Ken Brown: Aye  
Steve Malinsky: Aye  
Tim McTaggart: Aye  
All ayes. Motion Passed.

The Board reconvened into open session at 10:28 a.m.

Miro Mesanovic submitted a lateral application, but he does not meet the following requirement: *Has been previously employed as a full-time sworn Law Enforcement Officer by any municipal, county, university, or State law enforcement agency and has been with their respective law enforcement agency within the State for at least 2 years.*

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Ken Brown will call Miro to explain why his application is not valid. An email on behalf of the Board will follow.

**Authorize Final Police Lateral Transfer Eligibility Register**

Rules and regulations do not require the applications to close before adopting a list and on Page 20 it states *The Commissioners may, at any time, create a new Lateral Transfer Final Eligibility Register for any reason.*

The Final Eligibility Register is as follows:

- |                |       |                   |
|----------------|-------|-------------------|
| 1. Scott Hogan | 72.15 | December 18, 2023 |
|----------------|-------|-------------------|

Moved by Steve Malinsky, second by Ken Brown to adopt the final Police Patrolman lateral eligibility register. All ayes. Motion passed.

**Authorize Hiring for Police**

Commissioner Ganiere's request for hiring one additional Police Patrolman was received at the November meeting. No action was taken at that time. A conditional offer will be made to Scott Hogan from the Police Lateral Transfer Eligibility list then if need be the Board will move to the Police Patrolman Entry Level Eligibility list.

Moved by Ken Brown, seconded by Steve Malinsky to make a conditional offer of employment to the next eligible candidate. All ayes. Motion passed.

**Old Business**

None

**New Business**

Commissioner Ganiere asked how psychological and medical exams are currently paid. Currently the respective department pays for the pre-employment testing. Commissioner Ganiere informed the board that it used to be split between the department and their respective Pension Board. The Pension Board then got a copy of the results for their files as a medical exam is required to enter the pension system. Ken Brown will discuss this with Cantlin Law Firm to see if this is something that can be done again.

The Fire Department has received their recruitment video that has been in the process for about a year now so they can share with the Board for review.

**Correspondence**

None

Next meeting is scheduled for January 10, 2024, at 10:00 a.m.

**Adjournment**

Moved by Steve Malinsky, second by Tim McTaggart, to adjourn at 10:49 a.m. Motion passed.

**CITY OF OTTAWA  
BOARD OF FIRE AND POLICE COMMISSIONERS**

**KENNETH D. BROWN., CHAIRMAN  
STEVEN MALINSKY, SECRETARY  
TIM MCTAGGART, COMMISSIONER**

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Respectfully submitted,

Brianne Petersen  
Human Resource Director

<u>Eligibility Register</u>	<u>Expiration Date</u>	<u>Register Adopted</u>
Patrol Officer	November 9, 2025	
Police Officer-Lateral Transfer	Exhausted December 13, 2023	December 13, 2023
Police Sergeant	October 11, 2026	
Police Captain	November 15, 2024	
Police Corporal	November 15, 2024	
Firefighter	July 6, 2025	
Fire Lieutenant	September 20, 2024	
Fire Captain	September 20, 2024	