

Minutes
Penn Township Advisory Board Meeting
07 October 2024

Penn Township Fire Station #14
13960 Jackson Road
Mishawaka, IN 46544

In Attendance

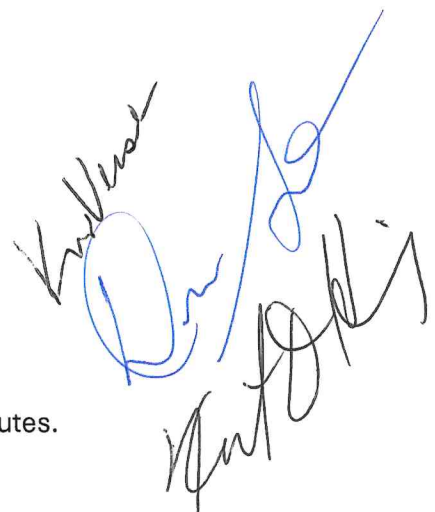
- Kent Hizer, Board President
- Dave Schmidt
- Kris Verash
- Doris Portolese, Trustee
- Chief Keith Witt, Penn Township Fire Department
- Friends, family, co-workers of
 Phil Keyes and Joe Payne

1. Pledge of Allegiance led by Chief Witt

2. Call to Order – Kent Hizer (5.30 PM)

3. New Business

- A. Swearing in of Phil Keyes as Battalion Chief
- B. Swearing in of Joe Payne as Captain
- C. Approval of the 09 September 2024 Township Board Meeting Minutes.
 - Kris moved
 - Kent seconded



--Approved 3-0

4. Old Business

A. None.

5. Fire Chief's Report

A. Chief Witt noted that he will be participating in a workshop on the Merit Board proposal.

B. Chief Witt will be attending a conference in Colorado that will include sessions on

(1) Department succession planning

C. Kent commented

(1) On the cost of training and retention of personnel

(2) That the wellness program will benefit the Department

D. Chief Witt informed the Board that he is interviewing all members of the Department to get a better picture regarding the Department's various policies and procedures.

6. Trustee's Report

A. Trustee Portolese discussed the decision we are required to make as a result of House Bill 1016: Police and fire merit systems. She will bring more information to the November meeting.

7. The meeting was adjourned at 6:24.

-Kent moved

-Kris seconded

--Approved 3-0

The next Board Meeting

11 November 2024

5:30 PM

LOCATION CHANGE

[Mishawaka Food Pantry

315 Lincolnway West

Mishawaka, IN 46544]

NOTE

In light of personal communication with the Trustee,

we will met at

Penn Fire Station #14

13960 Jackson Rd.

Mishawaka, IN 46544