

INDIAN SHORES

Ph 727.595.4020 Fax 727.596.0050
19305 Gulf Boulevard, Indian Shores, FL 33785
www.myindianshores.com



ADMINISTRATIVE AND FINANCE COMMITTEE MEETING MINUTES TUESDAY, JANUARY 15, 2019 INDIAN SHORES MUNICIPAL CENTER, 4TH FLOOR

The meeting convened at 2:00 p.m.

Those present: Mayor Patrick C. Soranno, Vice Mayor Diantha Schear, Citizen Member Art Newsome, and Town Attorney Regina Kardash.

Also present: Town Administrator Bonnie Dhonau, Finance and Personnel Director Susan Scrogam, Interim Chief of Police E. D. Williams, Town Clerk Freddie Lozano, Councilor Mike Hackerson, Councilor Bill Smith, Fire Commissioner Larry Schear, and Jeannie Carlson from the Beach Beacon.

ITEM # AGENDA ITEM

1.0 Consideration of approving the Administrative and Finance Committee Agenda for January 15, 2019.

Motion by Vice Mayor Schear – seconded by **Art Newsome** to approve the Agenda for January 15, 2019. **Motion carried 3-0.**

2.0 Comments from the public on any Agenda Item.

None

Patrick C. Soranno
Mayor

Diantha Schear
Vice Mayor

Mike Hackerson
Councilor

Michael (Mike) Petruccelli
Councilor

William F. (Bill) Smith
Councilor

Bonnie Dhonau
Town Administrator

E.D. Williams
Interim Chief of Police

Susan L. Scrogam
Director of Finance
and Personnel

Freddie G. Lozano
Town Clerk

Steve Tetlak
Building Official

Regina Kardash, Esq.
Town Attorney

3.0 Consideration of approving the Administrative and Finance Committee Meeting Minutes for December 11, 2018.

Motion by **Art Newsome** – seconded by **Vice Mayor Schear** to approve the Minutes for December 11, 2018. **Motion carried 3-0.**

4.0 Discussion and consideration of the hiring process for Chief of Police and approval of advertisement to include pay range.

Before proceeding, **Interim Chief of Police E. D. Williams** asked the Committee to include an additional agenda item regarding his memorandum on Mid-Management Stabilization.

Mayor Soranno added the memorandum as agenda item 4.0A.

Motion by **Vice Mayor Schear** – seconded by **Art Newsome** to approve the Agenda as amended to include the Mid-Management Stabilization Memorandum. **Motion carried 3-0.**

Chief Williams presented the draft version of the advertisement to seek applicants to fill the position of Chief of Police. He added that the \$85,000 - \$98,000 salary range was based off salary surveys from other cities in Florida.

Vice Mayor Schear asked if the salary range is consistent with what the Town currently has in place.

Chief Williams responded that it is consistent for a new chief and that the salary will be decided by the Council based on negotiations and salary needs of the candidate.

Mayor Soranno asked about residency preferences.

Chief Williams felt the candidate should reside within a reasonable distance within an 8-mile jurisdiction, but it would be up to the Council to decide if the restriction is too strict.

Mayor Soranno asked to revise the wording to indicate the 8-mile preference.

Chief Williams added that anyone can apply but the preferred candidate should already be Florida certified.

Mayor Soranno asked if the recommended salary range will garner a significant response.

Chief Williams believed so and that the response will be based on individual salary needs.

Ms. Dhonau and **Ms. Scrogam** concurred with Chief Williams. Ms. Dhonau felt that Chief Williams had the data to back up the salary recommendation.

Ms. Dhonau added that the candidates go through oral boards to rank them as part of the hiring process.

Chief Williams briefly described the Town's hiring process when he initially applied for Chief of Police and that it included writing a budget. He believes in having a five-member board.

Attorney Kardash recommended along the lines of search committees. She also suggested that the board be comprised of citizens and possibly extending a seat for one of Redington Shores' Commissioners.

She added that forming a search committee and appointing the members would be pursuant to the action of Council and not the Administration and Finance Committee. This is a more expansive process as it involves input from Town citizens as well as input from another community.

Mayor Soranno liked the suggestion.

Attorney Kardash suggested defining the selection process by having the community vet a set number of applicants, Town staff will select from the pool of applicants and direct the top candidates to the search committee who will then recommend the candidate to Council.

Chief Williams will prepare a recommendation to Council for approval of forming a search committee at the next Council meeting.

Ms. Dhonau added that the advertisement mentions an application submission deadline of Friday, February 1st by 4 p.m.

Motion by **Vice Mayor Schear** – seconded by **Art Newsome** to approve the advertisement as written with the addition of E-Verify and residency requirements. **Motion carried 3-0.**

AMENDMENT AGENDA ITEM

4.0A Mid-Management stabilization.

Chief Williams selected Officer Mike Bryan to be second in command as he is an experienced 40-year veteran. Officer Bryan will be in charge as Shift Commander when Chief Williams is not in the office. He will be scheduled to work 29 hours per week to remain at part-time status.

He believed a 10% out-of-grade compensation is appropriate along with an assigned take-home vehicle.

He asked for retroactive approval from the Committee.

He stated that current operations are working well. He is working on next year's police budget for approval that is due to Redington Shores by April.

Motion by **Art Newsome**– seconded by **Vice Mayor Schear** to retroactively approve the 10% out-of-grade compensation for Mike Bryan effective January 7, 2019.

Motion carried 3-0.

5.0 Request for authorization to have the successful candidate evaluated by a behavior psychologist.

Mayor Soranno named the psychologist to be Dr. Candiss Rinker.

Chief Williams suggested possibly adding the requirement of a psychological evaluation and/or polygraph test. Both requirements are part of the Florida Department of Law Enforcement (FDLE) certification process.

Vice Mayor Schear wanted clarification on what happens if the psychological evaluation concludes that the subject is not the right candidate.

Attorney Kardash suggested requesting for authorization to have qualified candidates evaluated barring no statutory prohibitions. She added that the evaluation is in line with what was approved for the qualification process, and to that extent doesn't require Council approval.

She added that due to privacy provisions related to psychological testing for police officers written in the state statutes, some of the results may or may not come before Council.

Chief Williams stated that the evaluation is recommended by the FDLE as part of the hiring process to find the right candidate for the job.

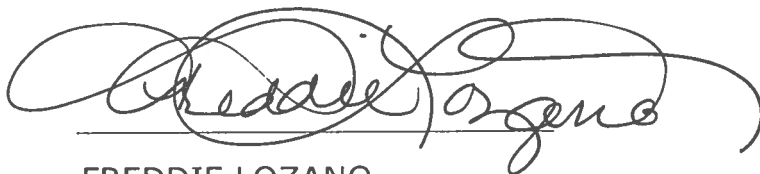
Attorney Kardash clarified that the psychologist can only provide the results to the Chief of Police who will then decide if the candidate proceeds or not.

Motion by **Vice Mayor Schear** – seconded by **Art Newsome** authorizing a behavioral psychologist to interview qualified candidates barring no statutory prohibitions. **Motion carried 3-0.**

6.0 Open discussion.

None

Meeting adjourned at 2:47 p.m.

A handwritten signature in black ink, appearing to read "Freddie Lozano", written over a horizontal line.

FREDDIE LOZANO
Town Clerk