

## **MINUTES**

### **FORSYTH CITY COUNCIL CALLED MEETING**

**MARCH 12, 2010**

Mayor Howard called the meeting to order at 10:00 am. Present for the meeting was Mayor Tye Howard, Councilmembers Mike Dodd, Jo Anna Banks, James Calloway, Desi Hansford, Eric Wilson, and Melvin Lawrence. Also present was City Attorney, Bobby Melton; City Administrator, Greg Popham; and City Clerk, Janice Hall.

Mayor Howard stated that the purpose of the called meeting is to review and answer questions posed by the professional committee appointed to review the applications received for the police chief position. Mayor Howard stated that the professional committee has asked for clarification regarding the qualifications for the police chief. Mayor Howard stated that in one document it is stated that a college degree is required and then another document does not state that a college degree is required.

Mr. Wilson stated that he used the City Ordinance as a guide in reviewing the applications and would like an opinion from the City Attorney as to whether or not a college degree is required.

Mr. Melton stated he reviewed Section 16-7 of the City Code stating that the positions are differentiated in each subparagraph; that Section 16-7(a) relates to the promotion to Chief. Mr. Melton stated that if something is required to be promoted to Chief then it must also be a requirement of someone that is being appointed to Chief. Mr. Melton also reviewed the City job description for the position of Police Chief stating that under Training and Experience there is a requirement for a high school diploma supplemented by formal academic or technical training.

Mrs. Banks stated that she compared our job announcement on the Chiefs Association website to others listed on the website and that all of the announcements were very similar. Mrs. Banks stated that we need the best possible person as the chief and that she has no problems with the way the announcement is written.

Mayor Howard stated that the announcement states that the applicant must be a college graduate and that the professional committee and others have asked him questions about that requirement.

Mr. Wilson stated we should charge the professional committee with bringing the best candidates back to the public safety committee from those applications received. Mr. Wilson stated that the professional committee has not been charged with appointing the Chief. Mayor Howard stated that the professional committee is requesting clarification. Mr. Wilson stated that their knowledge and experience should be used to rank the candidates.

Mayor Howard asked if no consideration is to be given to those that do not match the qualifications in the announcement. Mr. Melton stated that if the applicant is not Georgia P.O.S.T. certified then they are not qualified to be a chief anywhere in the state of Georgia and it appears that the committee is getting bogged down on experience and education.

Mr. Dodd stated that he has no problem with the announcement including the requirement for a Bachelors Degree and P.O.S.T. certification. Mr. Dodd stated that the professional committee has years of experience in law enforcement and that they should be able to take the applications and give names back to the committee for consideration. Mayor Howard stated that the two committees are not working together and the professional committee needs clarification as to council wishes. Mr. Dodd stated that the professional committee has been tasked with providing the best candidates for the chief job. Mr. Hansford stated that the Mayor can let the professional committee know to provide the top candidates' names back to the public safety committee. Mr. Calloway stated that the professional committee has over 100 years of experience between them and the public safety committee wants them to provide the best candidates. Mr. Popham stated that it is the responsibility of the professional committee to rank the candidates from best to worst and supply that ranking of all applications to the public safety committee for interviews. Mr. Melton stated that those already working within the department should be treated the same as those in the public and held to the same qualifications. Mr. Melton stated that the level of degree is just a point in the ranking of the resumes.

Mr. Wilson asked Mr. Calloway if the public safety committee will move forward even if the professional committee does not provide the rankings in a timely manner. Mr. Calloway asked that all members of council submit their list of top 5 candidates on Monday and stated that the public safety committee will meet on Tuesday, March 16, 2010 at 6:00 pm to begin reviewing the candidates.

Mayor Howard stated that the top 5 candidates will need to have background checks done. Mr. Calloway stated that when the top candidates are selected, they will be notified and asked to sign a release for a full background check to be run. When the background checks are complete, the public safety committee will begin the interviews.

The meeting was adjourned at 10:40 am.

Submitted by:

Janice L. Hall, City Clerk