

## **Muncie Fire Merit Commission**

### **November 13, 2025, Regular Meeting**

The meeting was called to order at 6:01pm by President, Andrew Dale.

**Members Present:** President, Andrew Dale, Vice President, Linda Gray, Secretary, Qiana Clemens, Kevin Coley and Mike Whited.

Others present: Chief, Daniel Burford, Attorney Mark Ervin, and Samara White.

#### **Approval of the October 9, 2025 Meeting Minutes:**

A motion to approve the October 9, 2025 meeting minutes as presented was made by Commissioner Linda Gray and seconded by Commissioner Kevin Coley. The motion carried unanimously.

#### **Chief Daniel Burford:**

Chief Burford began by requesting a moment of silence in honor of Corporal Blake Reynolds, who tragically lost his life in the line of duty on November 12, 2025

Next, Chief Burford stated that the department had a significant item of business to address. He reported that two members of the department would be leaving for South Madison Fire District in December. In preparation, the department reviewed four lateral transfer applications that met all requirements and held paramedic certifications. Per Merit Commission rules, qualified lateral transfers move to the top of the recruit list.

Chief Burford stated that interviews with the qualified applicants had already been completed. Based on those interviews, he requested that the Muncie Fire Merit Commission extend conditional offers of employment. The conditional offers would be contingent upon each applicant successfully passing a background investigation conducted by the Muncie Police Department. Chief Burford requested conditional offers for the following applicants: Justin McAllister, Gary Gray, and Ethan St. Myers.

A motion to extend the conditional offers was made by Commissioner Qiana Clemens and seconded by Commissioner Kevin Coley. The motion was approved unanimously.

#### **Attorney Mark Ervin:**

No business from Attorney Mark Ervin.

#### **Release of Rules and Procedures:**

President Dale stated that although the Commission had previously indicated the updated Rules and Procedures would have already been released, there were a few final details that needed to be completed. He reported that the updated documents will be distributed within the next week and will be released electronically. President Dale thanked Samara White and Secretary Clemens for their work in finalizing the revisions.

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**2026 Promotional Process**

President Dale noted that the deadline for the 2026 promotion process sign-ups was last Friday and that the sign-up period is now closed. He stated that the Commission appreciates every member who stepped up and submitted their name for the process.

**Adjournment:**

A motion to adjourn was made by Kevin Coley at 6:07 p.m., seconded by Vice President Linda Gray. The motion carried unanimously.