



Hamburg Township Public Safety Department

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RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: May 30, 2023
RE: Agenda Item Topic: **Conditional Offer of Employment**
General Ledger #: N/A
Number of Supporting Documents: None
NEW/OLD BUSINESS: **XXX** New Business

Requested Action

- Motion to extend a conditional offer of employment to Jeffrey Fink for the position of full-time police officer pending successful completion of all pre-employment requirements (medical examination, psychological examination and drug screening).

Background

The department has an upcoming full-time officer vacancy as a current sergeant is retiring from the department. The retiring sergeant's last scheduled work is June 1, 2023 and his last official day of employment with the Township is July 7, 2023.

Jeffrey Fink, who is currently an officer with the Village of Pinckney Police Department, is the next candidate on our hiring eligibility list. Mr. Fink has already successfully completed a thorough background check and a conditional offer of employment is needed in order to proceed with his medical examination, psychological examination and drug screening test. It is my intent to have Mr. Fink sworn in as a full-time officer at the Township Board meeting scheduled for July 5, 2023 if he successfully completes the remaining pre-employment requirements.

Budget Impact

The hiring of Jeffrey Fink will not have any adverse effect on the FY 23/24 budget as this full-time position is included in the budget.

Respectfully,

Chief Richard Duffany
Director of Public Safety