

**MINUTES OF THE QUARTERLY REGULAR MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON OCTOBER 17, 2018 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Quarterly Regular Meeting of the Board of Fire and Police Commissioners to Order at 6:30 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner attended by electronic or remote methods. No members of the public were present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: No proposed Minutes were distributed, discussed or approved.

COMMUNICATIONS:

A. *Bills Payable.*

(1) The Board reviewed the Invoice from Holmstrom & Kennedy, P.C. for legal services provided to the Board in the amount of \$ 6,750.00. Commissioner Hunter made a verbal Motion To Pay The Invoice As Submitted. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved for payment.

(2) The Board reviewed the Invoice from Personnel Evaluation, Inc. for services provided to the Board in the amount of \$ 60.00. Commissioner Hunter made a verbal Motion To Pay The Invoice As Submitted. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved for payment.

(3) The Board reviewed the Invoice from Holmstrom & Kennedy, P.C. for legal services provided to the Board in the amount of \$ 405.00. Commissioner Phillips made a verbal Motion To Pay The Invoice As Submitted. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye
Chair Gonzalez Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved for payment.

(4) The Board reviewed the Invoice from Trans Union Credit Check for background investigation services provided to the Board in the amount of \$ 75.00. Commissioner Hunter made a verbal Motion To Pay The Invoice As Submitted. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye
Chair Gonzalez Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved for payment.

(5) The Board reviewed the Invoice from Personnel Evaluation, Inc. for three evaluations as part of the background investigation of candidates in the amount of \$ 60.00. Commissioner Hunter made a verbal Motion To Pay The Invoice As Submitted. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye
Chair Gonzalez Aye

Chair Gonzalez declared the Motion as Passed and the Invoice approved for payment.

B. Police Chief's Report.

Police Chief Shane Woody presented the following report:

- (1) Today the Command Staff underwent Active Shooter Training; and
- (2) Probationary Police Officer Abonce is in Step III of the FTO Program and is doing well.

C. Fire Chief's Report.

Fire Chief Hyser reported that as follows:

- (1) Fire Captain Holmes will be retiring on November 29m, 2018. There will be a short reception in his honor from 1:00 PM to 3:00 PM on that day in Fie Station #1; and
- (2) Currently there is one vacancy in the ranks of Firefighters and Fire Captain Holmes' retirement will create a second vacancy in the Firefighter ranks; and
- (3) Fire Lt. Dave Burdick will be promoted to Fire Captain and Firefighter Chad Cunningham will be promoted to Fire Lieutenant, both effective on December 3, 2018; and

(4) Belvidere Fire Department received a national Top Unit Citation with San Diego coming in as #3 and Chicago as #5.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

A. *Police — adopt rule for preference points for promotional candidates.*

The Board discussed the Police Department's proposal to establish Preference Points as part of the Police Promotional Testing Process. The Board asked Commissioner Phillips to write the Board Counsel on this topic. Commissioner Phillips made a verbal Motion To Postpone Consideration of this Issue Until the Board's Next Meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and this topic will appear on the Board's next Meeting with the Police Chief present.

B. *Police — discuss POWER Test for entry level candidates.*

The Board next discussed whether to amend its Rues and Regulations to eliminate the POWER Test as a mandatory step of the hiring process. The Board asked Commissioner Phillips to write the Board Counsel on this topic. Commissioner Phillips made a verbal Motion To Postpone Consideration of this Issue Until the Board's Next Meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and this topic will appear on the Board's next Meeting with the Police Chief present.

C. *Fire — Take Action on Candidate #1.*

The Board then reviewed the written report of the background investigation of Candidate #1 on the Fire Final Eligibility Register, Ian M. Langley. Commissioner Phillips made a verbal Motion To Find that Ian M. Langley did not successfully complete the Background Investigation and to remove his name from the Fire Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and Ian M. Langley's name is hereby removed from the Fire Final Eligibility Register. The Board asked Commissioner Phillips to write Mr. Langley with the Board's decision.

D. *Fire — Review background check and polygraph test results for Candidate #2.*

The Board then reviewed the written reports of the background investigation and polygraph examination of Candidate #2 on the Fire Final Eligibility Register, Joseph Erber. Commissioner Phillips made a verbal Motion To Find that Joseph Erber did successfully complete the Background Investigation and the Polygraph Examination and to request that he submit to an Oral Interview before the Board. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and Joseph Erber will be requested to submit to an Oral Interview before the Board.

E. *Fire — Utilize the statutory "Rule of Five" (65 ILCS 5/10-2.1-6.3) and Pass On Fire Candidates #3, #4 and #5.*

The Board then discussed the request of the Fire Chief that it pass on Fire Candidates ranked #3, #4 and #5 on the current Fire Final Eligibility Register and consider with proceeding with the appointment process for Fire Candidate #6 ranked on the Fire Final Eligibility Register. The Fire Chief noted that this "Pass Over" is authorized by statute and does not remove the names of the "passed over" candidates from the Fire Final Eligibility Register. The Fire Chief explained why he believes that Fire Candidate #6 (Adrian Trujillo) is a better candidate for employment as a Firefighter than Fire Candidates #3, #4 and #5. Commissioner Phillips made a verbal Motion To Approve the Fire Chief's Request that the Board Pass Over Fire Candidates ranked #3, #4 and #5 on the Fire Final Eligibility Register and to proceed with the Appointment Process for Fire candidate ranked #6, Adrian Trujillo. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and the Board will proceed with the Appointment Process for Fire Candidate ranked #6 on the Fire Final Eligibility Register, Adrian Trujillo.

F. *Fire — Review Background Check and Polygraph Test Results for Candidate #6.*

The Board then reviewed the written reports of the background investigation and the polygraph examination of Firefighter Candidate Adrian Trujillo. Commissioner Hunter made a verbal Motion To Find that Firefighter Candidate #6 Adrian Trujillo did successfully complete the Background Investigation and the Polygraph Examination and to request that he submit to an Oral Interview before the Board. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and Adrian Trujillo will be requested to submit to an Oral Interview before the Board.

G. *Fire — upon passing of background check and polygraph test conduct an oral interview with Candidate #2.*

The Boards then verbally interview Joseph Erber, the Fire Candidate ranked #2 on the Fire Final Eligibility Register.

H. *Fire – Upon passing of oral interview with candidate #2, offer employment as a Probationary Firefighter to Candidate #2, contingent on the successful passing of medical and psychological examination.*

Commissioner Phillips made a verbal Motion To Find that Candidate #2 Joseph Erber had successfully completed the Oral Interview before the Board and to Extend an Offer of Employment as a Probationary Firefighter to Fire Candidate #2, Joseph Erber, conditioned upon his successful completion of the required medical and psychological examinations. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and a Conditional Offer of Employment as a Probationary Firefighter is hereby extended to Joseph Erber.

I. *Fire — upon passing of background check and polygraph test conduct an oral interview with Candidate #6.*

The Boards then verbally interview Adrian Trujillo, the Fire Candidate ranked #6 on the Fire Final Eligibility Register.

- J. *Fire – Upon passing of oral interview with candidate #6, offer employment as a Probationary Firefighter to Candidate #6, contingent on the successful passing of medical and psychological examination.*

Commissioner Phillips made a verbal Motion To Find that Fire Candidate #6, Adrian Trujillo, had successfully completed the Oral Interview before the Board and to Extend an Offer of Employment as a Probationary Firefighter to Fire Candidate #6, Adrian Trujillo, conditioned upon his successful completion of the required medical and psychological examinations. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

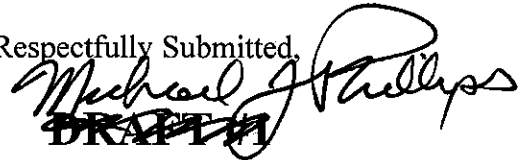
Commissioner Phillips	Aye
Commissioner Hunter	Aye
Chair Gonzalez	Aye

Chair Gonzalez declared the Motion as Passed and a Conditional Offer of Employment as a Probationary Firefighter is hereby extended to Adrian Trujillo.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Commissioner Phillips verbally seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 8:35 P.M.

Respectfully Submitted,


~~DRAFT~~

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on January 9, 2018