

**MINUTES OF THE REGULAR QUARTERLY MEETING OF THE  
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE  
HELD ON OCTOBER 18, 2017 IN THE CITY COUNCIL CHAMBERS  
OF THE BELVIDERE CITY HALL**

**CALL TO ORDER:** Chair Gonzalez called this Special 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 was absent. No Commissioner attended by electronic or remote methods. Also present was Fire Chief Al Hyser, Police Chief Jan Noble, Deputy Police Chiefs Shane Woody and Matthew Wallace, Board Counsel Roberta Holzwarth and Fire Lieutenant Shadle. 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.*

The following Invoices were presented to the Board for consideration and approval:

- (1) The Illinois Fire & Police Commissioners Association for Annual Dues for \$375,
- (2) Holstrom & Kennedy for Legal Services for \$180,
- (3) Swedish-American Medical Group for Medical Exams to Applicants for \$372,
- (4) COPS & FIRE Personnel Services for Three Polygraph Exams and Psychological Exams to Applicants for \$930,
- (5) National Student Clearinghouse for verification of degrees of Applicants for \$14.95, and
- (6) National Student Clearinghouse for verification of degrees of Applicants for \$14.95.

Commissioner Phillips made a verbal Motion To Approve Invoices 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 Invoices as approved for payment.

*B. Police Chief's Report.*

Police Chief Jan Noble reported as follows:

- 1) On October 16, 2017 Police Officer Cameron Korn and Weiland have successfully completed their period of probation;
- 2) Probationary Policy Officer Worley is now on Step V of the Field Training Officer program;
- 3) Probationary Police Officer Joseph Danielak is on Step IV of the Field Training Officer Program ("FTO") and is doing well in his last stages of the FTO Program; and
- 4) Probationary Police Officer Mears is now in Week 10 (of 14) of his Police Training Program and was disciplined for a minor incident.

*C. Fire Chief's Report.*

Fire Chief Hyser reported as follows:

- 1) Probationary Fire Fighter Stephen Meade has successfully completed six months with the City of Belvidere Fire Department and is doing well; and
- 2) Probationary Fire Fighter Todd Winnie has successfully completed four months with the City of Belvidere Fire Department and is doing well without any major issues.

**UNFINISHED BUSINESS: NONE.**

**NEW BUSINESS:**

*A. Police – Request permission to start the testing process for new sergeant eligibility list.*

Commissioner Phillips made a verbal Motion To Authorize the testing process for the new Police Sergeant Promotional Eligibility List. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Police Department is authorized to begin the Police Sergeant Promotional Testing Process.

*B. Police – Discuss promotional testing changes and the testing process.*

The Board then reviewed the request from the Police Officers' Union for Educational Preference Points. Board Counsel Holwarth and the Deputy Police Chiefs participated in the discussion by the Board as to possible establishment of Merit Efficiency Points for Police Promotion and to authorize the Deputy Police Chiefs only to decide which members of the

Command Staff would participate in the review of the candidates for promotion. Commissioner Phillips made a verbal Motion To Authorize the Board's Counsel to discuss these proposed changes with the City Attorney and to report back to the Board at its next Board Meeting if the Police Officers' Union is still requesting this change. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Board Counsel is hereby authorized to consult with the City Attorney on this topic.

Commissioner Phillips made a verbal Motion To Schedule a Special Meeting 6:30 PM on November 1, 2017 to discuss this request. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Board will conduct a Special Meeting on November 1, 2017.

*C. Fire – Request permission to start the testing process for fire fighters eligibility list.*

Commissioner Phillips made a verbal Motion To Authorize the testing process for the firefighter Eligibility List. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Fire Department is authorized to begin the Firefighter Testing Process.

*D. Fire – Discussion on preference points clarification.*

Fire Chief Hyser then inquired as to whether the Board would consider amending its Rules and Regulations to authorize Fire Chief's Preference Points. Commissioner Phillips made a verbal Motion To Postpone further consideration of this topic until the Board's November 1,

2018 Special meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Hunter	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and that the Board will further consider this topic during its November 1, 2017 Special Board Meeting.

E. *Fire – Request permission to start the testing process for promotional list.*

Commissioner Phillips made a verbal Motion To Authorize the testing process for the new Fire Lieutenant and Fire Captain Promotional Eligibility List. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Hunter	Aye
Chair Gonzalez	Aye
Commissioner Phillips	Aye

Chair Gonzalez declared the Motion as Passed and the Fire Department is authorized to begin the Fire Lieutenant and Fire Captain Promotional Testing Process.

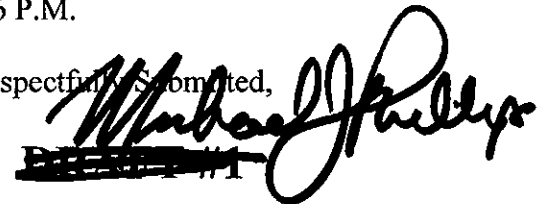
F. *Fire – Status on Firefighters Mead and Winnie.*

The Fire Chief noted that this information was already presented earlier in this meeting during his Fire Chief's Report so no additional information was then presented.

**ADJOURNMENT:**

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez 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 8:06 P.M.

Respectfully Submitted,



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

APPROVED by Vote of the Board of Fire and Police Commissioners on Feb. 28, 2018.