

# BOARD OF FIRE & POLICE COMMISSIONERS

100 NORTH ISLAND AVENUE

BATAVIA, ILLINOIS 60510

## MEETING MINUTES

MAY 3, 2016

NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Board and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

The meeting was called to order at 5:00 p.m. Roll Call.

Members Present: Chairman, Nancy Vance; Secretary, Dennis Anderson and Commissioner, Laura Newman

Members Absent: None

Others Present: Police Chief Gary Schira and Fire Chief Randy Deicke

Due to conflicting schedules, the Board will be going out of order on the agenda.

### APPROVE PREVIOUS MEETING MINUTES

**Motion:** To approve the minutes of the April 5, 2016 regular meeting as presented.

**Maker:** Newman

**Second:** Anderson

**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

The Board went out of order on the agenda.

### NEW BUSINESS

Chief Schira requested that one of the Deputy Chiefs be included in the interview process of the new police officer candidates. The Board members agreed.

The Police Department currently has two (2) vacancies due to the retirements of Commander Perez and Officer Nallenweg. The Investigators are completing their background investigations of the top 7 candidates. One candidate has already requested to be removed from the list. Candidates have received polygraph tests and the Board may now proceed with the oral interview process. After a brief discussion, it was determined that the Board would hold oral interviews on Monday, May 9 beginning at 12:30 p.m. The next available academy date is July 11, 2016 at SLEA. There are 2 certified officers in the top 7, which may be chosen over the other candidates at any time.

### OLD BUSINESS

Rules & Regulations Update – A discussion was held on the changes and updates. Once all the changes and updates are approved, a notice must be posted in a newspaper of general circulation in the city informing the public of the changes. The public then has 10 days to respond. After those 10 days, the rules become effective.

The Board went page by page reviewing the language. A detailed listing of changes may be found on Attachment A.

**CORRESPONDENCE**

Correspondence not discussed at this meeting.

**NEW BUSINESS**

No Executive Session needed.

**PUBLIC COMMENTS**

None.

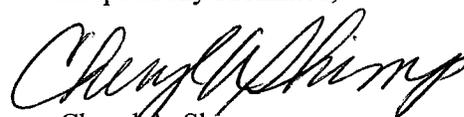
**ADJOURNMENT**

There being no further business to consider, a motion was made by Commissioner Newman to adjourn the meeting at 6:17 p.m. Seconded by Secretary Anderson. All in favor. Motion carried.

Ayes 3      Nays 0      Absent 0

The meeting was adjourned at 6:17 p.m. The next regular meeting will be Tuesday, June 7, 2016 beginning at 5:00 p.m. at the Batavia Police Department.

Respectfully submitted,



Cheryl A. Shimp  
Recording Secretary

## ATTACHMENT A

- Page 3 – change date from 2014 to 2016.
- Page 5 Chapter II Applications – change wording to read application for police officer and/or firefighter/paramedic. The term firefighter/paramedic should be used throughout the document. Leave comments for Broihier - request ruling on where police officer and/or firefighter/paramedic should be stated and how it should be stated. Discussion continued because applications for firefighter/paramedics are supplied by COD.
- Page 5 Chapter II Section 2 – add wording that applications to be filed with the Board or testing firm hired by Commission.
- Page 5 Chapter II Section 1 – add applicants must be citizens of the United States.
- Page 6 – add language about application processing fee and conditions to have that application fee waived. Get ruling from Broihier on language. Need to adopt an application fee waiver.
- Page 6 – add language that the applicant shall furnish a copy of a valid driver's license. Also add language on Page 7 (k) Who does not possess a valid driver's license.
- Page 7 Section 4 – change wording from shall to may reference defective applications being returned for corrections.
- Capitalize police officer and firefighter/paramedic throughout the document.
- Page 7 Section 6 – change wording from firefighter to firefighter/paramedic. Add language for educational requirement for firefighter/paramedic application.
- Renumber Sections.
- Page 7 – add wording under Notice of Acceptance as follows: The Secretary or the contracted testing firm. Close quotes at end of paragraph.
- Page 7 – add language from Page 9 reference being a certified paramedic at the time of hire to educational requirement.
- Page 8 – add educational requirement and language (Page 9) about being a certified paramedic at time of hire. Note that medical examination may include stress testing and drug screening.
- Page 9 – remove language from Section 5 reference only candidates who have successfully passed the “written test” may take the physical aptitude test. Reverse that language and to only candidates who have successfully passed the “physical aptitude test” will be permitted to participate in the written test. This language applies to police officer candidates only.
- Page 10 – spell out what preference points are accepted.
- Page 10 – add language that the Board may formally extend the expiration date of the register.
- Page 11 – Update the preference points allowed for firefighter/paramedic candidates. Change language from firefighter to firefighter/paramedic.
- Page 13 Section 11 – add language reference the ability to extend the probationary period of a police officer. This language was previously approved and amended to the rules and regulations.
- Page 13 Section 12 – update language in paragraph a).
- Page 13 Section 12 – add language in paragraph b) to include: and successfully test into the designated local EMS system.
- Page 14 – add section reference consolidation of lists.
- Page 14 Chapter IV Section 1 – add language that probationary police officers shall be ineligible to test for promotion during their probationary period.
- Page 15 Chapter IV Section 1 – update weight of examination and add language noting that only candidates who have successfully passed all components of testing shall be awarded credits for seniority.
- Page 15 – capitalize State Statute under section c).
- Page 15 Section 2 – update language in total score, spell out numbers.
- Page 16 Section 4 – add language to read: Upon notice from the Mayor or other appropriate corporate authority.
- Page 20 Section 8 – update language to read: In cases of egregious conduct, the Board may suspend, without pay, any member of the Fire or Police Department, against whom charges have been filed, pending a hearing of the charges by the Board.
- Page 20 & 21 Section 8 Item b) – update paragraph to reflect language pursuant to a collective bargaining agreement with the Union (FOP).
- Page 21 Section 8 Item c) – update paragraph to reflect language pursuant to a collective bargaining agreement with the Union (FOP).
- Page 22 Section II – update paragraph to reflect language pursuant to a collective bargaining agreement with the Union (FOP).
- Page 23 – add Section 6 – Temporary Appointments language per State Statute.