

**BOARD OF FIRE & POLICE COMMISSIONERS  
100 NORTH ISLAND AVENUE  
BATAVIA, ILLINOIS 60510**

**MEETING MINUTES  
JANUARY 3, 2017**

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 of the Batavia Fire & Police Commission was called to order at 5 p.m.

Roll Call

Members Present: Nancy Vance, Chairman; Dennis Anderson, Secretary; and Randy Zies, Commissioner

Members Absent: None

Guests: Gary Schira, Chief of Police; Randy Deicke, Fire Chief; Al Trotsky, Trotsky Investigative Services

**APPROVE PREVIOUS MEETING MINUTES**

**Motion :** To accept the minutes of the Regular Meeting & Executive Session of December 6, 2016 as presented.

**Maker:** Anderson

**Second:** Zies

The Board discussed the minutes of the Executive Session for accuracy.

**Motion:** To accept the minutes of the Regular Meeting of December 6, 2016 as presented.

**Maker:** Anderson

**Second:** Zies

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

**Motion:** To accept the minutes of the Executive Session Meeting of December 6, 2016 as amended.

**Maker:** Anderson

**Second:** Zies

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

**Motion:** To accept the minutes of the Special Meeting & Executive Session of December 9, 2016 as presented.

**Maker:** Anderson

**Second:** Zies

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

**Motion:** To accept the minutes of the Special Meeting & Executive Session Meeting of December 13, 2016, as presented

**Maker:** Anderson

**Second:** Zies

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

### CORRESPONDENCE

**Motion:** To approve the invoice from Trotsky Investigative Services for polygraphs of police candidates in the amount of \$390.00

**Maker:** Anderson

**Second:** Zies

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

### OLD BUSINESS

Appointment of Firefighters – Chief Deicke reported that two (2) firefighter candidates successfully completed the entire testing process and will be appointed this evening. The third candidate, Andrew Kidd, notified the Department today that he is no longer interested in this position and is requesting that his name be removed from the list and further consideration.

**Motion:** To remove Andrew Kidd from the Firefighter Eligibility List and to deem him ineligible for further consideration per his request.

**Maker:** Zies

**Second:** Anderson

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

**Motion:** To appoint Charles Tragas to the position of Full-Time Probationary Firefighter/Paramedic with the Batavia Fire Department effective January 17, 2017.

**Maker:** Anderson

**Second:** Zies

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

**Motion:** To appoint John Najdzion to the position of Full-Time Probationary Firefighter/Paramedic with the Batavia Fire Department effective January 17, 2017.

**Maker:** Anderson

**Second:** Zies

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

As a result of Andrew Kidd being removed from the list, the Board now has another opening to fill. Josh Loynachan is next on the list and has recently completed his paramedic training program.

**Motion:** To present a conditional job offer to Josh Loynachan

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

This conditional job offer is contingent upon the successful completion of a psychological examination and medical/drug screen examination.

Authorization received from Mayor Schielke to hire one (1) additional Firefighter/Paramedic.

**Motion:** To accept and place on file authorization from Mayor Schielke to hire one (1) Firefighter/Paramedic.  
**Maker:** Anderson  
**Second:** Zies  
**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

Chief Deicke reported that Josh Loynachan should be finished with his additional testing sometime the week of January 20. He therefore requested a special meeting on January 20 beginning at 5 p.m. This meeting would only require 2 Commissioners and be long enough to present an appointment letter.

Deicke noted that he will not be available for the February 7 meeting. The Board will need to conduct interviews for potential firefighter candidates. After a brief discussion, the February 7 meeting will be changed to February 2 beginning at 3 p.m. Looking to conduct oral interviews on 3 candidates.

Police Officer Hiring Process – Chief Schira reported that Kelsey Watts did not successfully complete the required additional testing to be considered for an appointment.

**Motion:** To determine that Kelsey Watts is ineligible for further consideration.  
**Maker:** Anderson  
**Second:** Zies  
**Voice Vote:** 3 Ayes, 0 Nays, 0 Absent. All in favor. Motion carried.

The next academy date is not until April. The detectives are beginning background investigations on another 3-4 candidates. It was noted that there are no certified officers near the top of this list. Zies noted that he will be unavailable basically the months of February and March. Two commissioners are required for a quorum. Potential meeting dates will be discussed at the next meeting.

Secretary Anderson reported that Al Trotsky, Trotsky Investigative Services, was asked to attend this meeting in order to give an overview of the polygraph process. It was noted that none of the commissioners have met him before so the Board thought it would be good to do so.

Trotsky stated that polygraphs react to the physiological function of threat. When faced with a threat an individual does one of three things: fight, flight, freeze. Since a polygraph session is a closed session, the questions themselves pose as the threat and a physiological change is set. Blood pressure changes, heart rate changes, pulse changes, etc. The monitors on an individual capture these changes and are transposed into alga-rhythms into a computer that Trotsky is

monitoring and watching for changes of each component. Questions are asked on 3 sets. The same questions are asked 3 different times in order to determine changes. Trotsky stated that if he sees a reaction, he confronts the candidate to inquire if there are any problems. The candidate then has the option to explain. Discussion continued on reactions of candidates, why candidates react, relative questions, parameters of questions, control questions, computer results, pre-interviews, interaction with investigators, etc. Copies of the pre-interview questions were distributed. Trotsky stated that questions can be customized to each department.

**Motion:** To enter into Executive Session to discuss personnel matters.

**Maker:** Anderson

**Second:** Zies

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

The Board entered into Executive Session at 5:45 p.m.

**Motion:** To return to Open Session.

**Maker:** Zies

**Second:** Anderson

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

The Board returned to Open Session at 6:25 p.m.

Chief Schira was instructed to research vendors that would provide background investigations for firefighter candidates. These vendors should be able to provide the same caliber of background investigations as currently provided by the detectives to include canvassing neighborhoods. The Board regulations and options available to the Board. This meeting will begin at 3 p.m. Cheryl Collier will conduct the background investigations for the next 3 firefighter candidates.

### NEW BUSINESS

2017 Meeting Dates – 2017 meeting dates were presented for review. The August 8 meeting should be August 1. The July meeting will be the Fourth of July so that meeting will be changed.

**Motion:** To approve the 2017 Meeting Dates with the following changes: Change August 8 to August 1; change July 4 to July 11; and change February 7 to February 2. The remaining dates are as presented.

**Maker:** Zies

**Second:** Anderson

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

Retirement of Kevin Bretz – Kevin Bretz has submitted notification of his retirement, which will occur on January 7, 2017. His last day of work will be January 6, 2017. The Board wishes him the best.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

There being no further business to consider, a motion was made by Commissioner Zies to adjourn the meeting at 6:35 p.m. Seconded by Secretary Anderson. All in favor. Motion carried.

Ayes 3      Nays 0      Absent 0

The meeting was adjourned at 6:35 p.m. The next regular meeting will be Thursday, February 2, 2017 beginning at 3:00 p.m. at the Batavia Police Department.

Respectfully submitted,

Cheryl A. Shimp  
Recording Secretary