

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON FEBRUARY 10, 2022 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: In the absence of Chair Hunter, Commissioner Phillips called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:07 PM.

ROLL CALL: Commissioners Gonzalez and Phillips were personally and physically present in the meeting room. Commissioner Hunter was absent. No Commissioner attended by electronic or remote methods. By consensus, Commissioner Hunter shall act as Chair *Pro Tempore* for this Special Meeting.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: There were no proposed Minutes presented for the Board's review and approval.

COMMUNICATIONS:

A. *Bills Payable.*

(1) Holstrom & Kennedy Invoice in the amount of \$ 472.50 for legal services provided to the Board. Commissioner Phillips made a verbal Motion To Approve The Invoice As Presented. Commissioner Gonzalez verbally seconded that Motion. There being no discussion on said Motion, a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion as Passed and the Invoice was approved for Payment as Presented.

(2) Performance Evaluations, Inc. Invoice in the amount of \$ 20.00 for administration of a PEP Examination on behalf of the Board. Commissioner Phillips made a verbal Motion To Approve The Invoice As Presented. Commissioner Gonzalez verbally seconded that Motion. There being no discussion on said Motion, a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion as Passed and the Invoice was approved for Payment as Presented.

(3) Blue Line Invoice in the amount of \$ 348.00 for publication of legal notices on behalf of the Board. Commissioner Phillips made a verbal Motion To Approve The Invoice As Presented. Commissioner Gonzalez verbally seconded that Motion. There being no discussion on said Motion, a Roll Call Vote was held with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye

Chair *Pro Tempore* Gonzalez declared the Motion as Passed and the Invoice was approved for Payment as Presented.

B. Police Chief's Report. Police Chief Shane Woody presented the following verbal Report as to the status of the Probationary Police Officers in the Department's Field Training Officer Program as follows:

(1) All three Probationary Police Officers (Smith, Rackley and Gordon) are now in FTO Step 5; and

(2) Probationary Police Officer Sunsette Winsler is now in FTO Step 2 and is working with FTO Garcia.

C. Fire Chief Report. Fire Chief Hyser verbally reported that Probationary Firefighters Bullock and Vanderbroeck have completed nine month with the Fire Department and are doing very well.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

At the verbal request of the Fire Chief, Commissioner Phillips made a verbal Motion To Amend this Meeting's Agenda by Moving Agenda Items (H) and (I) before Agenda Item (A). After a voice vote was held, Chair *Pro Tempore* Gonzalez declared the Motion had passed and that the Board shall consider Agenda Items (H) and (I) before the Board considers Agenda Item (A).

(H) *Police – Review Report of Peer Interview of Police Officer Lateral Candidate Drew Somers.*

The Police Department presented a review of the Peer Interview of Lateral Police Officer Candidate Drew W. Somers as conducted by the Command Staff of the Police Department. Commissioner Phillips made a verbal Motion To Find that Lateral Police Officer Candidate Drew Somers had successfully completed the Peer Interview step of the Police Officer Hiring Process as required by the Board's current Rules and Regulations. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that Lateral Officer Drew Somers has successfully passed the required Peer Interview step.

(I) *Police – Request The Police Department Prepare A Written Background Investigation Report For Police Officer Lateral Candidate Drew Somers.*

Commissioner Phillips made a verbal Motion To Request that the Police Department prepare a written Background Investigation Report on Lateral Officer Drew Somers. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that the Police Department is hereby requested to prepare a written Background Investigation Report on Lateral Officer Drew Somers.

(A) *Fire – Take Final Hiring Action Per Recommendation of the Fire & Police Commission Attorney on Firefighter Candidate #14 (i.e., Cory Mitchell).*

The Board then considered the written letter from Board Counsel Roberta Holzwarth considering the candidacy of Cory Mitchell. After said review, Commissioner Phillips made a verbal Motion To Find That Firefighter Candidate Cory Mitchell had successfully passed the required Psychological and Medical Examinations and to Appoint Cory Mitchell as a Probationary Firefighter for the City of Belvidere. Commissioner Gonzalez verbally seconded this Motion. There being no discussion on said Motion, a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion as Passed and that Candidate Cory Mitchell after passing the required Psychological and Medical Examinations he was hereby appointed as a Probationary Firefighter for the City of Belvidere.

(B) *Fire – Review Background Investigation Report of Firefighter Candidate #12 (i.e., Jacob Hayes).*

The Board then reviewed the written Background Investigation Report of Firefighter Candidate #12, that is, Jacob Hayes. Commissioner Phillips made a verbal Motion To Find that Firefighter Candidate #12 Jacob Hayes had successfully passed the required Background Investigation. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that Firefighter Candidate #12 Jacob Hayes has successfully passed the required Background Investigation.

C. *Fire – Review Background Investigation Report of Firefighter Candidate #17 (i.e., Terence O’Haire).*

The Board then reviewed the written Background Investigation Report of Firefighter Candidate #17, that is, Terence O’Haire. Commissioner Phillips made a verbal Motion To Find that Firefighter Candidate #17 Terence O’Haire had successfully passed the required Background Investigation. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that Firefighter Candidate #12 Jacob Hayes has successfully passed the required Background Investigation.

(D) *Fire – Strike Candidate #4 Kassidy Mack from Final Eligibility Register.*

Fire Chief AL Hyser informed the Board that Firefighter Candidate #4 Kassidy Mack had requested that her name be removed from the Final Eligibility Register because she had been hired by the City of Rockford Fire Department. Commissioner Phillips made a verbal Motion To Remove the Name of Firefighter Candidate #4 Kassidy Mack from the Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that at her request the name of Kassidy Mack shall be removed from the Firefighter Final Eligibility Register. The Board directed the Secretary to send a Certified Mail letter to Ms. Mack to confirm her removal from the Firefighter Final Eligibility Register.

(E) *Fire – Strike Firefighter Candidate #13 Kyle Ruark from the Final Eligibility Register.*

Police Detective Sergeant Smaha informed the Board that Firefighter Candidate #13 Kyle Ruark had been hired as a Correctional Officer by the Boone County Sheriff’s Department. Since the Board had not heard directly from Candidate Ruark as to his continued interest in the Firefighter position, Commissioner Phillips made a verbal Motion To Postpone until the next Board Meeting this Agenda Item. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that the Board shall consider this Agenda Item at its next Board Meeting.

- (F) *Fire – Strike Firefighter Candidate #15 Todd Goranson, Jr. from the Final Eligibility Register.*

Police Detective Sergeant Smaha informed the Board that Firefighter Candidate #15 Todd Goranson, Jr. had not responded to his requests for an in-person meeting to conduct a Background Investigation Report. Since the Board had not heard directly from Candidate Goranson as to his continued interest in the Firefighter position, Commissioner Phillips made a verbal Motion To Postpone until the next Board Meeting this Agenda Item. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that the Board shall consider this Agenda Item at its next Board Meeting.

- (G) *Fire – Request For Permission To Prepare Background Investigation Reports on the Next Five (5) Firefighter Candidates.*

Commissioner Phillips made a verbal Motion To Authorize the Police Department to Prepare Background Investigation Reports for the Next Five Highest Rated Candidates on the Firefighter Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye
Commissioner Gonzalez	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and that the Police Department is hereby authorized to create written Background Investigation Reports for the next Five highest rated Candidates on the Firefighter Final Eligibility List.

OTHER BUSINESS: NONE.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Commissioner Gonzalez verbally seconded this Motion. A voice vote was held and Chair *Pro Tempore* Gonzalez declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 6:52 P.M.

Respectfully Submitted,

Michael J. Phillips

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

APPROVED by Vote of the Board of Fire and Police Commissioners on July 21, 2022.