

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON MARCH 15, 2023 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:02 PM.

ROLL CALL: Commissioners Hunter and Phillips were personally and physically present in the meeting room. Commissioner Gonzalez had officially retired from the Board, but a replacement had not yet been officially appointed and confirmed by the Mayor and the City Council. Commissioner Gonzalez was not physically present nor was he present by remote means. No Commissioner attended by electronic or remote methods. Police Chief Shane Woody were also personally present in person as was Deputy Police Chief Wallace, Deputy Police Chief Gardner and Detective Sergeant Smaha. Fire Chief Shawn Schadle was also physically present for this Meeting.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: None.

COMMUNICATIONS:

A. *Bills Payable.*

1. Performance Evaluation, Inc.'s Invoice #470013 and dated February 28, 2023 in the amount of \$ 75.00 for the PEP Tests administered to Firefighter Candidates Jankowski, Jahnke and Perry. Commissioner Phillips made a verbal Motion To Approve As Presented this Invoice. Commissioner Hunter verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and this Invoice was approved for Payment.

B. *Police Chief's Report.* Police Chief Shane Woody made the following verbal report:

(1) Probationary Police Officer Jonathan Hernandez is now in Week #9 at the Suburban Law Enforcement Academy and is progressing as expected.

(2) April 27, 2023 at 10:00 o'clock A.M. is the anticipated swearing-in of an entry-level Police Officer, a newly promoted Police Sergeant and the newly promoted Deputy Police Chief. Board Members are welcome to attend this ceremony.

C. *Fire Chief Report.* Fire Chief Shawn Schadle made the following verbal report:

(1) The Fire Chief has not yet received a response from Board Counsel Roberta Holzwarth as to the proposed deletion of two types of Preference Points nor as to the changing of the CPAT Testing requirements; and

(2) The firefighter's residency requirement has been abolished by the Fire Department's new Collective Bargaining Agreement.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

Commissioner Phillips noted that there was only one Fire Department Agenda Item and it was listed as last on tonight's Agenda. Commissioner Phillips made a verbal Motion To Amend the Agenda by Moving Agenda Item (E) before Agenda Item (A). Commissioner Hunter verbally seconded this Motion. A Voice Vote was held and Chair Hunter ruled that the Motion had passed and that the Agenda was amended.

(E) Fire – Approval To Release Firefighter Corey Mitchell From Probationary Status.

Fire Chief Schadle reported that Probationary Fire Fighter had successfully completed all of his required training and was in good standing with the Fire Department. The Fire Chief verbally requested that the Board consent to the removal of Firefighter Mitchell from Probationary Status as required by the Board's current Rules and Regulations. Commissioner Phillips made a verbal Motion To Consent to the Removal of Firefighter Corey Mitchell from Probationary Status. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the Firefighter Corey Mitchell shall no longer be on Probation but shall be a Permanent member of the Fire Department.

Fire Chief Schadle then departed the Meeting Room as there were no more Fire Department Agenda Items on tonight's Agenda.

(A) Police – Review Entry Level Applicants' Background Investigation Reports.

Police Chief Woody reported that two Background Investigation Reports were not needed for the Board's consideration. Entry-level Candidate Tyler Stansford had sent a written request that he be passed over at this time as he was still only a Junior in College, but that his name remain on the Entry Level Final Eligibility Register. When the Board next conducts Entry-Level Testing, Candidate Stansford has the choice of either keeping his current score or re-testing. Commissioner Phillips made a verbal Motion To Pass Over Candidate Tyler Stansford at this time with his name remaining on the Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that the Board shall Pass Over Candidate Tyler Stansford at this time with Candidate Stansford's name shall remain on the Entry-Level Final Eligibility Register.

Entry-Level Candidate Nicole Farley has sent in a written request that her name be removed from the Final Eligibility Register for reason that she has accepted employment with the Freeport Police Department. Commissioner Phillips made a verbal Motion To Pass Over Candidate Tyler Stansford at this time with his name remaining on the Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that the Board shall remove the name of Candidate Nicole Farley from the Final Eligibility Register at her request.

(B) Police – Authorize Polygraphs For Entry-Level Applicants.

Since no Candidates had passed the Background Investigation step of the Hiring Process, there were no Candidates yet eligible to take the required Polygraph Examination. Commissioner Phillips made a verbal Motion To Postpone this Agenda Item Until The Board's Next Meeting on March 22, 2023. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that the Agenda for the March 22, 2023 Board Meeting shall include the Authorization Candidates to take the required Polygraph Examination.

(C) Police – Review Psychological Reports of Promotional Candidates.

The Board then reviewed the written report on the psychological examination as administered to Police Officer Thomas Delevan, a Candidate on the Police Sergeant Promotional Register. Commissioner Phillips made a verbal Motion To Find that Promotional Candidate Delevan had successfully completed the required Promotional Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that Promotional Candidate Delevan had successfully completed the required Promotional Examination.

The Board then reviewed the written report on the psychological examination as administered to Police Officer Thomas Jones, a Candidate on the Police Sergeant Promotional Register. Commissioner Phillips made a verbal Motion To Find that Promotional Candidate Thomas Jones had successfully completed the required Promotional Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that Promotional Candidate Thomas Jones had successfully completed the required Promotional Examination.

The Board then reviewed the written report on the psychological examination as administered to Police Officer John Kaplan, a Candidate on the Police Sergeant Promotional Register. Officer Kaplan had met with with Police Chief Woody and requested that his name be removed from the Promotional Register. Commissioner Phillips made a verbal Motion to grant the request of Promotional Candidate John Kaplan to remove his name from the Police Sergeant Promotional Registry. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the name of Promotional Candidate John Kaplan shall be removed from the Police Sergeant Promotional Register.

(D) Police – Authorize Additional Testing For Promotional Candidates, If Applicable.

The Police Chief noted the Board would have to authorize an additional Promotional Candidate to take the psychological examination in light of Promotional Candidate Kaplan's withdrawal in order to have three Promotional Candidates. The Police Chief requested that the Board authorize the next two highest ranked Promotional Candidates to undergo psychological examination to ensure that there will be at least three Promotional Candidates. Commissioner Phillips made a verbal Motion to authorize the next two highest ranked Promotional Candidates to take the Psychological Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the next two highest ranked Police Sergeant Promotional Candidates are hereby authorized to take the required Psychological Examination.

OTHER BUSINESS: None.

Commissioner Phillips made a verbal Motion To Schedule Special Board Meetings for 6:00 o'clock P.M. on Thursday, March 23, 2022. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and that the Board shall conduct Special Meeting at 6:00 o'clock P.M. on Thursdays, March 23, 2023.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Commissioner Hunter verbally seconded this Motion. A voice vote was held and Chair Hunter declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 6:46 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 March 23, 2023.