

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE  
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE  
HELD ON MAY 11, 2022 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 6:00 PM.

**ROLL CALL:** Commissioners Hunter and Phillips were personally and physically present in the meeting room. Commissioner Gonzalez was absent. No Commissioner attended by electronic or remote methods.

**PUBLIC COMMENT:** There was no Public Comment presented.

**READING OF THE MINUTES:** Secretary Phillips previously distributed the proposed Minutes of the following Board Meetings: April 6, 2022, April 14, 2022 and April 27, 2022. Commissioner Hunter made a verbal Motion To Approve The Proposed Minutes as Presented. Commissioner Phillips 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 Hunter	Aye

Chair Hunter declared the Motion as Passed and the proposed Minutes of the April 6, 14 and 27, 2022 Board Meetings were approved for Payment as Presented.

**COMMUNICATIONS:**

A. *Bills Payable.*

(1) Illinois Fire & Police Commissioners Association Invoice # 01891 dated October 3, 2021 in the amount of \$ 375.00 for Annual Dues for the Board. Commissioner Hunter made a verbal Motion To Approve The Invoice As Presented. Commissioner Phillips 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 Hunter	Aye

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

(2) The Blue Line Invoice #41636 dated May 28, 2021 in the amount of \$ 3480.00 for the publication of legal notices on behalf of the Board. Commissioner Hunter made a verbal Motion To Approve The Invoice As Presented. Commissioner Hunter 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 Hunter      Aye

Chair Hunter 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) Probationary Police Officers Smith and Rackley are now in FTO Step 5;
- (2) Probationary Police Officer Sunsette Winsler is now in FTO Step 3;
- (3) Sergeant Damon's recent retirement has created a vacancy in the ranks of Police Officers; and
- (4) Personnel Evaluation, Inc. has raised its fee to \$25.00 for each PEP Examination administered.

*C. Fire Chief Report.* Fire Chief-Elect Schadle verbally reported that:

- (1) Probationary Firefighter Cory Mitchell is doing well and is currently enrolled in Paramedic Training; and
- (2) On Monday, May 16, 2022, there will be a swearing-in ceremony for the newly promoted Fire Chief, Fire Captain and Fire Lieutenant.

**UNFINISHED BUSINESS:** NONE.

**NEW BUSINESS:**

*(A) Fire – Review Psychological Examination Reports For Fire Lt. Cunningham and Firefighter Travis Tangye*

The Board then considered the written Psychological Examination Reports on Fire Lt. Cunningham and on Firefighter Travis Tangye. After said review, Commissioner Hunter made a verbal Motion To Find That Fire Lt. Cunningham and Firefighter Travis Tangye have both successfully passed the required Psychological Examinations. Commissioner Phillips 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 Hunter      Aye

Chair Hunter declared the Motion as Passed and that Fire Lt. Cunningham and Firefighter Tangye have each successfully passed the required Psychological Examination.

*(B) Fire – If Appropriate, Recommend for Promotion Fire Lt. Cunningham and Firefighter Travis Tangye.*

After both Fire Lt. Cunningham and Firefighter Tangye have passed the required Psychological Examination, Commissioner Phillips made a verbal Motion To Promote Fire

Lieutenant Chad Cunningham to the rank of Fire Captain and to Promote Firefighter Travis Tangye to the rank of Fire Lieutenant. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that Fire Lieutenant Chad Cunningham is hereby promoted to the rank of Fire Captain and Firefighter Travis Tangye is hereby promoted to the rank of Fire Lieutenant.

C. *Fire – Amend the Board’s Rules and Regulations on Preference Points To Add Five Preference Points for Associate or Bachelor’s Educational Degrees.*

The Board then discussed with Fire Chief-Elect Schadle the possible amendment of the Board’s Rules and Regulations to create Five Preference Points for a Firefighter Candidate who has earned an Associate’s or a Bachelor’s Degree. Commissioner Phillips made a verbal Motion To Amend Section 5.11(a) of the Board’s Rules and Regulations to Award Five Preference Points for earning an Associate or Bachelor’s Degree. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that Section 5.11(a) of the Board’s Rules and Regulations is hereby amended as discussed above.

(D) *Fire – Amend Board’s Rules and Regulations to Change Order of Testing for the Candidate Physical Ability Test (“CPAT”).*

Fire Chief-Elect Schadle informed the Board that he wishes to change the order of testing for Firefighter Candidates with regard to the Physical Agility Test (also known as the Candidate Physical Ability Test). Commissioner Phillips made a verbal Motion To Refer this Proposed Amendment to the Board’s Attorney Roberta Holzwarth for issuance of a legal opinion and the drafting of said Amendment. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the proposed Amendment was referred to the Board’s attorney.

(E) *Police – Review Background Investigation Reports on Candidates from the Police Officer Final Eligibility Register.*

Consulting with Police Detective Sergeant Smaha, the Board then reviewed the written Background Investigation Reports on the Candidates on the Police Officer Final Eligibility

Register beginning with Police Officer Candidate #5 (i.e., Robert Ford) who failed to appear for his scheduled Polygraph Examination. Commissioner Phillips made a verbal Motion To Remove Police Officer Candidate #5 Robert Ford from the Final Eligibility Register because of his failure to successfully complete the required Polygraph Examination. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the name of Robert Ford is hereby removed from the Police Officer Final Eligibility Register.

(F) *Police – Remove Candidates Who Did Not Successfully Complete The Required Background Investigation Step of the Hiring Process.*

The Board next considered the Background Investigation of Police Officer Candidate #6, Chase L. Nance. Commissioner Phillips made a verbal Motion To Find That Candidate Nance did not successfully pass the required Background Investigation step. That Motion Died for lack of a Second. Commissioner Phillips then made a verbal Motion To Find that Police Officer Candidate #6 Chase L. Nance has successfully passed the required Background Investigation Step. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the Police Officer Candidate Chase L. Nance has successfully passed the required Background Investigation Step and is invited to submit to the required Polygraph Examination.

Commissioner Phillips made a verbal Motion To Remove the Name of Police Officer Candidate #7, Samantha Johannes, from the Police Officer Final Eligibility Register at her own request. Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the name of Samantha Johannes is hereby removed from the Police Officer Final Eligibility Register.

At the request of the Candidates who have accepted other employment, Commissioner Phillips makes a verbal Motion To Remove from The Final Eligibility Register Candidates #8 Marco Farfan, #12 Daniel Scerbicke, #13 Matthew Hunter, #14 Sergio Albarran, #15 Tyler Baird, #17 Isiah Barstatis and #18 Brandon Shelton. Commissioner Hunter verbally seconds that Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips      Aye  
Commissioner Hunter        Aye

Chair Hunter declared the Motion had passed and that the above named Police Officer Entry Level Candidates are hereby removed from the Police Officer Entry Level Final Eligibility Register.

At the request of the Candidates who have accepted other employment, Commissioner Phillips makes a verbal Motion To Remove from The Police Officer Entry Level Final Eligibility Register Candidates #9 Efren Pitones, #10 Andre Albanese, #11 Blake Stewart and #17 Isaih Barstatis. Commissioner Hunter verbally seconds that Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips      Aye  
Commissioner Hunter        Aye

Chair Hunter declared the Motion had passed and that the above named Police Officer Entry Level Candidates are hereby removed from the Police Officer Entry Level Final Eligibility Register.

(G)    *Police – Request Polygraph Examinations For Police Officer Candidates who Have Successfully Completed the Background Investigation Step.*

The Board took no action on this Agenda Item as this Matter was already Moot because of the prior action by the Board.

**OTHER BUSINESS:**

Executive Session for the Purpose of Reviewing Minutes of Prior Executive Sessions of the Board as authorized by Section 2(c)(21) of the Illinois Open Meetings Act. Commissioner Phillips made a verbal Motion To go into Executive Session to review the Minutes of Prior Executive Session. Commissioner Hunter verbally seconds that Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips      Aye  
Commissioner Hunter        Aye

Chair Hunter declared the Motion had passed and that the Board hereby entered into Executive Session at 7:04 PM. The Board returned at Public Session at 7:23 PM.

Commissioner Phillips made a verbal Motion to release for Public Inspection and Copying the Minutes of the Executive Sessions as held on December 10, 2020, on March 16, 2021, on April 1, 2021 and on August 10, 2021, Commissioner Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the above Minutes were hereby released for public inspection and copying.

**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 7:24 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.*