

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON AUGUST 10, 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 6:07 PM.

ROLL CALL: Commissioners Hunter, Gonzalez and Phillips were personally and physically present in the meeting room. No Commissioner attended by electronic or remote methods. Fire Chief Shawn Schadle and Police Chief Shane Woody were also personally present in person as was Deputy Police Chief Wallace, Deputy Police Chief Gardner and Detective Sergeant Smaha.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: Secretary Phillips had previously distributed and the Board reviewed the proposed Minutes of the July 21, 2022 Board Meetings. Commissioner Hunter made a verbal Motion To Approve the Proposed Minutes As Presented of the Board's Meeting of July 21, 2022. Commissioner Gonzalez verbally seconded that Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Nay

Chair Hunter declared the Motion As Passed and the July 21, 2022 Minutes are hereby Approved.

COMMUNICATIONS:

A. *Bills Payable.* COPS and FIRE Personnel Services, Inc. Invoice #107386 dated July 5, 2022 in the amount of \$ 842.83 for administering the applications filing by entry level police officer candidates. Commissioner Phillips made a verbal Motion To Approve the Proposed Invoice As Presented. Commissioner Gonzalez verbally seconded that Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Nay

Chair Hunter declared the Motion As Passed and the said Invoice is hereby Approved for payment.

B. *Police Chief's Report.* Police Chief Shane Woody was present and he made the following verbal Report:

(1) Thanking the Board Member for attending the Police Officer Entry Level Candidates Orientation Meeting last Saturday at Belvidere High School;

(2) Stating that Belvidere Police Officer Ethan Berillo's last day of employment was August 4, 2022 as he resigned to take a job as a Police officer with the City of Crystal Lake; and

(3) On August 6, 2022 the three Lateral Probationary Police Officers completed their Probationary Period and then at the August 8, 2022 City Council Meeting they received their permanent police badges after turning in their temporary police badges.

C. *Fire Chief Report.* Fire Chief Shawn Schadle was present and he made the following verbal Report:

(1) There is no new information as to Probationary Firefighter Cory Mitchell since the Fire Chief's last report to the Board on July 21, 2022; and

(2) On August 21, 2022 there will be a training session for the Fire Department; and

(3) The Fire Chief requests that the Board schedule a Special Meeting to officially vote on the method to reaffirm in writing to the Firefighter Candidates on the Final Eligibility Register that they must complete a Physical Ability/Agility Test to be eligible to be hired as a Probationary Firefighter by the City of Belvidere.

Commissioner Phillips made a verbal Motion To Schedule A Board Special Meeting for 6:00 P.M. on Tuesday, August 16, 2022 to consider the type of written notification concerning the physical ability/agility test requirement to Firefighter Candidates on the Final Eligibility Register. Commissioner Gonzalez verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the Board shall conduct a Special Meeting on Tuesday, August 16, 2022 at 6:00 P.M.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

(A) *Annual Election of Officers.*

The Board then conducted the Annual Election of its Officers as required by the Board's current Rules and Regulations. Commissioner Phillips made a verbal Motion To Appoint Commissioner John Hunter as Board President for the Board's Fiscal Year beginning on May 1, 2022. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that Commissioner John Hunter shall serve as Board President for the current Board Fiscal Year.

Commissioner Gonzalez made a verbal Motion To Appoint Commissioner Michael Phillips as Board Secretary for the Board's Fiscal Year beginning on May 1, 2022. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that Commissioner Michael Phillips shall serve as Board Secretary for the current Board Fiscal Year.

Commissioner Phillips made a verbal Motion To Appoint Commissioner Edward Gonzalez as Board Freedom of Information Officer for the Board's Fiscal Year beginning on May 1, 2022. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that Commissioner Michael Phillips shall serve as Board Secretary for the current Board Fiscal Year.

(B) Approval of FY 2022-2023 Annual Schedule of Regular Meetings

The Board next considered a proposed FY 2022-2023 Annual Schedule of Regular Meetings stating that the Board shall conduct its Regular Quarterly Meetings on the following third Wednesdays: January 18, 2023, April 19, 2023, July 19, 2023 and October 18, 2023. The Board's Annual Meeting shall be held during the April 19, 2023 Regular Quarterly Meeting. Commissioner Phillips made a verbal Motion To Approve the Annual Schedule of Regular Meetings for the Board's Fiscal Year beginning on May 1, 2022 and ending on April 30, 2023. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips Aye
Commissioner Gonzalez Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and that the Annual Schedule of Regular Meetings for the Board's Fiscal Year 2022-2023 is hereby approved.

(C) Approval of CY 2021 Annual Report

Commissioner Phillips stated that he had not yet completed the drafting of the Board's Annual Report for Calendar Year 2021 and requested that the Board postpone this Agenda Item to a future Board Meeting. Commissioner Phillips made a verbal Motion To Postpone Agenda Item () Until The Board's next Meeting. Commissioner Gonzalez verbally seconded that Motion. A Roll Call Vote ensued with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared that this Motion has passed and that Agenda Item (C) is hereby postponed until the next Board Meeting.

(D) Police – Review of Medical Examination Results for Lateral Candidate Matthew Davis.

The Board then reviewed the written report of the Medical Examination as administered to Lateral Police Officer Candidate Matthew Davis. No Motion was made and the Board next proceeded to consider the written Psychological Report as to Candidate Davis.

(E) Police – Review of Psychological Examination Results for Lateral Candidate Matthew Davis.

The Board then reviewed the written report of the Psychological Examination as administered to Lateral Candidate Matthew Davis. Commissioner Phillips mentioned that the Psychological Report stated that Candidate Davis has nine areas of concern, but said report contained no further information on said nine areas of concern. Commissioner Gonzalez made a verbal Motion To Find that Lateral Police Officer Candidate Matthew Davis has successfully completed the Psychological Examination as required by the Board's current Rules and Regulations. Commissioner Hunter verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Nay
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and that Candidate Davis has passed the required Psychological Examination as required by the Board's Rules and Regulations.

(F) Police – If Appropriate, Appoint Lateral Candidate Matthew Davis as a Probationary Police Officer for the City of Belvidere.

Commissioner Hunter made a verbal Motion To Appoint Matthew Davis as a Probationary Police Officer for the City of Belvidere. Commissioner Phillips verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Nay
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and that Matthew Davis is hereby appointed as a Probationary Police Officer for the City of Belvidere.

(G) Police – Review New Assessment Testing For Entry-Level and Lateral Candidates.

Police Chief Woody stated that the Police Department has recently received new information on this topic and had not yet completed its review of said new information. The Police Chief then requested that the Board postpone its consideration of this Agenda Item (G) until the next Board Meeting. Commissioner Gonzalez made a verbal Motion To Postpone Until The Board's next Meeting the Board's Consideration of Agenda Item (G). Commissioner Phillips verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared that this Motion has passed and that the Agenda Item (G) is hereby postponed until the next Board Meeting.

(H) Police – Approval of Advertising for Lateral Candidates.

Police Chief Woody requested that the Board authorize the new advertising seeking applications for employment as a Belvidere Police Officer by Lateral Police Officer Candidates from the Belvidere geographic area. Commissioner Phillips made a verbal Motion To Authorize the Police Department to initiate advertising for applications from Police Officer Lateral Candidates. Commissioner Hunter verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and that the Police Department is hereby authorized to initiate advertising for applications for employment as a Belvidere Police Officer from Lateral Police Officer Candidates.

(I) Police – Approval Of No Longer Charging for Applications.

The Police Chief then stated that the Board currently charges a \$25.00 fee from Entry-Level Police Officer Applicants for the Application packet. In view of only five Police Officer Candidates appearing for last Saturday's Orientation, Physical Ability and Written Examinations, the Police Chief suggested that the Board should take new actions to encourage persons to apply to become Belvidere Police Officers. One of the Police Chief's ideas was to no longer charge the \$25.00 fee for the employment application packet in the hopes that such waiver may encourage more persons to complete

and return applications for employment as a Belvidere Police Officer. Commissioner Phillips made a verbal Motion To Remove the Application Fee for an Employment Application to be a City of Belvidere Police Officer. Commissioner Gonzalez verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and that the Board will no longer charge a Fee for Employment Application Packets for Police Officer Entry-Level Candidates.

OTHER BUSINESS:

(A) Executive Session as authorized By Section 2(c)(21) of the Illinois Open Meetings Act [codified as 5 ILCS 120/2(c)(21), as amended] for the Discussion of Minutes of Meetings Lawfully Closed Under the Illinois Open Meetings Act whether for purposes of approval by the Board of the Minutes or the Semi-Annual Review of the Minutes as Mandated by Section 2.06 of the Illinois Open Meetings Act.

Commissioner Phillips made a verbal Motion To Enter Into Executive Session for the Reasons as Stated on the written Agenda for this Meeting (i.e., to review Minutes of prior Executive Sessions by the Board). Commissioner Gonzalez verbally seconded that Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Gonzalez	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and that the Board is entering into Executive Session at approximately 6:46 P.M. The Board returned to Open Session at approximately 6:55 P.M.

ADJOURNMENT:

Commissioner Gonzalez 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 6:55 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 August 16, 2022.