

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON AUGUST 16, 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, 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 August 10, 2022 Board Meeting. Commissioner Gonzalez made a verbal Motion To Approve the Proposed Minutes As Presented of the Board's Meeting of August 10, 2022. Commissioner Hunter 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 August 10, 2022 Minutes are hereby Approved.

COMMUNICATIONS:

- A. *Bills Payable.* None.
- B. *Police Chief's Report.* Police Chief Shane Woody was present and he made the following verbal Report: on September 6, 2022 at 10:00 AM in City Council Chambers there will be a swearing-in of Matthew Davis. Commissioners are invited to attend.
- C. *Fire Chief Report.* Fire Chief Shawn Schadle was present and he made the following verbal Report: Nothing other than as stated in the Agenda.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

- (A) *Police – Review of Entry Level Candidates Testing.*

The Board then reviewed the Police Officer Entry Level Initial Eligibility Register as presented by the Police Chief.

(B) Police – Approve Initial Register of Entry Level Candidates.

Commissioner Gonzalez made a verbal Motion To Approve as Presented the Police Officer Entry Level initial Eligibility Register. 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 Police Officer Entry Level Initial Eligibility Register is hereby approved.

(C) Police – Solicit Preference Points from Entry Level Candidates on Initial Register.

Commissioner Phillips made a verbal Motion To Authorize the City Clerk to notify the Police Officer Candidates on the Initial Eligibility Register to submit Preference Points. 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 the City Clerk shall notify in writing the Police Officer Entry-Level Candidates to submit their preference points within ten days as provided in the Board's current Rules and Regulations.

(D) Police – Approve Preparation of Background Investigations for All Entry Level Candidates on the Initial Register.

Commissioner Phillips made a verbal Motion To Authorize the Police Department to prepare the required Background Investigations Report on each Police Officer Entry Level Candidate on the Initial Eligibility Register. 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 the Police Department is hereby authorized to prepare Background Investigations Reports on said Entry-Level Police Officer Candidates.

(E) Fire – Confirming that All Applicants Need To Possess A Valid Card stating they have successfully completed the Candidate Physical Ability Test (CPAT) With the Ladder Climb to be Eligible to Be Hired as a Firefighter in Accordance With Section 5.8 of the Board's Rules and Regulations.

Commissioner Phillips made a verbal Motion To Confirm that Section 5.8 of the Board's current Rules and Regulations require that CPAT Cards be presented to the Board before a Firefighter Candidate is eligible to be hired. 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 the Board shall continue to require the presentation of CPAT Cards prior to a Firefighter Candidate is eligible to be hired.

(F) *Fire – Confirming That CPAT Cards Are Only Valid for One Year After the Date of the Successful Completion of the Physical Ability Test.*

Commissioner Hunter made a verbal Motion To Find that CPAT Cards shall only be valid for one year after the successful completion of the CPAT Examination. Commissioner Gonzalez 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 the Board's Policy shall continue to be that CPAT Cards shall be valid only for one year from the date of the successful completion of the CPAT Card.

(G) *Fire – Requiring that a Firefighter Candidate Shall Present a Valid CPAT Card Before the Initiation of the Required Background Investigation.*

Commissioner Phillips made a verbal Motion To Continue to Require a Firefighter Candidate To Present a Valid CPAT Card Prior to the Board Begin the Preparation of the required Background Investigation Report on said Firefighter Candidate. 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 that this Motion has passed and that the Board's policy shall continue to be that a Firefighter Candidate must present a valid CPAT Card prior to the Board Authorizing the preparation of the required Background Investigation Report.

(H) *Fire – Determining that a Firefighter Candidate without a valid CPAT Car Shall Remain on the Final Eligibility Register But Shall Be "Passed Over" Until Such Time As He/She Submits a Valid CPAT Card.*

Commissioner Phillips made a verbal Motion To Firefighter Candidate Not In Possession a Valid CPAT Card may remain on the Final Eligibility Register but be Passed Over until the said Candidate presents a Valid CPAT Card to the Board. 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 Firefighter Candidates on the current Final Eligibility Register without a Valid CPAT Card shall remain on the Final Eligibility Register but shall be Passed Over until said Candidate presents to the Board a valid CPAT Card.

OTHER BUSINESS:

The Board discussed in general the new Illinois Public Act imposing additional Vendor information requirements upon certain public bodies. Secretary Phillips shall investigate the applicability of said Public Act to the Board and report back to the Board.

ADJOURNMENT:

Commissioner Gonzalez made a verbal Motion To Adjourn. Commissioner Phillips 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 6:27 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 _____, 2022.