

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON AUGUST 17, 2016 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Gonzalez called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:40 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner was absent. No Commissioner attended by electronic or remote methods. Also present was Police Chief Jan Noble, Deputy Police Chief Shane Woody, Police Sergeant Matthew Wallace, Police Deputy Chief Tony Martin and Fire Chief Al Hyser. Also present was Board Counsel, Roberta Holzwarth. No one else was present.

PUBLIC COMMENT: Since no members of the public were present, there was no Public Comment presented.

READING OF THE MINUTES: As to proposed Minutes that were ready for review, prior to tonight's Special Meeting Secretary Phillips had distributed copies of the proposed Minutes of the August 3, 2016 Special Meeting which needed a change in the recording of one vote. Commissioner Hunter made a verbal Motion To Postpone Approval of the proposed Minutes of the August 3, 2016 Special Meeting until the Board's next Board Meeting. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and the proposed Minutes for the August 3, 2016 Special Meetings was postponed until the Board's next meeting.

COMMUNICATIONS:

A. Bills Payable.

Chair Gonzalez stated that there was no outstanding, unpaid Invoice so the Board took no action on this item.

B. Police Chief's Report.

Police Chief Jan Noble presented the following report:

- 1) The new Police Training Institute start date for the two soon-to-be hired Candidates will be September 25, 2016;
- 2) Probationary Policy Officer Reese was now in Step V of the FTO Process and is doing very well.
- 3) Probationary Policy Officer Lopez was now in Step V of the FTO Process and is doing very well.

C. *Fire Chief's Report.* Fire Chief Hyser reported as follows:

1) Fire Captain Ken Jaeger, a 30 year veteran of the Fire Department, will retire effective on August 19, 2016 and there will be a Retirement Reception from Noon to 1:00 P.M. on August 19, 2016 at Fire Station One.

2) Promotions are still scheduled for August 22, 2016 for Fire Lieutenant Brian Harbison (to be promoted to Fire Captain) and Firefighter David Burdick (to be promoted to Fire Lieutenant).

UNFINISHED BUSINESS:

A. Police – Proposal for Peer-Review, Weighted Report as part of future hiring process – Amend Rules and Regulations.

Board Counsel Holzwarth would like the Board's permission to meet with and to discuss this topic with City Attorney Mike Drella – Commissioner Phillips made a Motion To Authorize Board Counsel Holzwarth to meet with City Attorney Drella and to discuss this topic with the City Attorney. Chair Gonzalez seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Board Counsel Holzwarth is authorized to meet and discuss this issue with City Attorney Mike Drella.

B. Fire – Opinion of Board Counsel as to Board's repeated use of the "Rule of Five" in original appointments to the Fire Department.

Board Counsel gave a confidential written legal opinion to the Board on this topic. Verbal discussion ensued about the legal risks, if any, by the Board utilizing the Rule of Five especially as the person appointed is not within the original Six highest-rated candidates on the Final Eligibility Register.

C. Police - Opinion of Board Counsel as to Board President and Secretary signing Certificate of Appointment and Promotion.

Board Counsel gave a confidential written legal opinion to the Board on this topic. Verbal discussion ensued in which it was indicated that in the future, both the Board President and the Board Secretary will sign all Certificates of Promotion and Original Appointment for the Police Department. Commissioner Phillips made a Motion To Authorize the Board President and Secretary sign all Certificates of promotion and of Original Appointment for the Police Department. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and in the future the Board President and Secretary will sign all Certificates of Promotion and of Original Appointment for the Police Department.

D. Police – Opinion of Board Counsel as to establishment of educational preference points for Police Promotion process.

Board Counsel gave a confidential written legal opinion to the Board on this topic. Verbal discussion then ensued as to the Board's options. This matter is continue under review and may have to be negotiated with the Collective Bargaining Agent for the Police Officers.

E. Fire – Opinion of Board Counsel as to establishment of additional residence-based preference points for the original appointment of Fire Fighters.

Board Counsel gave a confidential written legal opinion to the Board on this topic. The Board Counsel verbally stated that under state statute (65 ILCS 6/10-2.1-6.3) there can be no more than Five preference Points based upon residency.

F. Police – Fees for filing an Application for Original Appointment.

Board Counsel gave a confidential written legal opinion to the Board on this topic. Verbal discussion ensued with Board Counsel stating that to charge a fee for the Applicants to Original Appointment as a Police Officer the City Council would first have to pass a Home Rule Ordinance authorizing such Application Fee.

NEW BUSINESS:

(A) Fire – Review backgrounds and personal reference surveys.

There were no additional reports ready for the Board's review so no action was taken on this topic.

(B) Fire – Review Polygraph Examination Reports.

No such reports had yet been received by the Board. Commissioner Phillips made a verbal Motion To Postpone Consideration of these Polygraph Examination Reports until the Board's next Meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Nay
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and the Board will consider the Polygraph Examination Reports during the Board's next meeting, provided that such reports are available then.

(C) Fire – Oral Interview of Candidates for Original Appointment as Fire Fighters.

Since the Polygraph Examination Reports were not available for the Board's review, Commissioner Phillips made a verbal Motion To Postpone the Oral Interviews of the Fire Fighter

Candidates until the Board's next Meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Nay
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and the Board will conduct the Oral Interviews of these Fire Fighter Candidates during the Board's next meeting, provided that such reports are available then.

(D) Fire – Extend Conditional Offers of Employment and Request Candidates to Undergo Medical and Psychological Examinations.

Since the Polygraph Examination Reports were not available for the Board's review and there were no Oral Interviews conducted, Commissioner Phillips made a verbal Motion To Postpone the Extension of the Conditional Offers of Employment until the Board's next Meeting. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Nay
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and the Board will consider the Extension of the Conditional Offers of Employment to these Fire Fighter Candidates during the Board's next meeting, provided that such Polygraph Examination Reports are available then and further provided that the Board can conduct the Oral Interviews of these Fire Fighter Candidates.

(E) Police - Review backgrounds and personal reference surveys.

The Board first heard the report from Police Sergeant Matthew Wallace as to Candidate for Original Appointment as a Police Officer Cameron Worley, who ranked #20 on the Final Eligibility Register. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Cameron Worley had successfully complete the Background Investigation Step of the Hiring Process and that he be invited to undergo a Polygraph Examination at the expense of the Board. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Police Candidate Cameron Worley has passed the Background Investigation step and that he be invited to undergo a Polygraph Examination at the Board's expense.

The Board then heard the report from Police Sergeant Matthew Wallace as to Candidate for Original Appointment as a Police Officer Cheryl Davis, who ranked #22 on the Final Eligibility Register. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Cheryl Davis had successfully complete the Background Investigation Step of the Hiring Process and that she be invited to undergo a Polygraph Examination at the expense of the Board. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Police Candidate Cheryl Davis has passed the Background Investigation step and that she be invited to undergo a Polygraph Examination at the Board's expense.

The Board then heard the report from Police Sergeant Matthew Wallace as to Candidate for Original Appointment as a Police Officer Daniel Krohl, who ranked #24 on the Final Eligibility Register. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Daniel Krohl had successfully complete the Background Investigation Step of the Hiring Process and that he be invited to undergo a Polygraph Examination at the expense of the Board. Chair Gonzalez verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Police Candidate Daniel Krohl has passed the Background Investigation step and that he be invited to undergo a Polygraph Examination at the Board's expense.

The Board then heard the report from Police Sergeant Matthew Wallace as to Candidate for Original Appointment as a Police Officer Andrew Montgomery, who ranked #25 on the Final Eligibility Register. Commissioner Phillips made a verbal Motion To Find that Police Officer Candidate Andrew Montgomery did not successfully complete the Background Investigation Step of the Hiring Process and that his name be removed from the Police Officer Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Police Candidate Andrew Montgomery's name shall be removed from the Police Officer Final Eligibility Register.

(F) Police – Review Polygraph Examination Reports.

The Board next considered the written Polygraph Examination Reports of Police Officer Candidates Matthew Korn and Mark “Rich” Weiland.

Commissioner Phillips made a verbal Motion To Find that Police Candidate Mark “Rich” Weiland had successfully completed the Polygraph Examination step of the Police Officer Hiring Process. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and Police Candidate Mark “Rich” Weiland shall be offered the opportunity to complete an Oral Interview with the Board.

(G) Police - Oral Interview of Candidates for Original Appointment as Police Officers.

The Board then conducted an Oral Interview of Mark “Rich” Weiland.

(H) Police – Extend Conditional Offers of Employment and Request To Candidates to Undergo Medical and Psychological Examinations.

Chair Gonzalez made a verbal Motion To Find that Police Candidate Mark “Rich” Weiland had successfully completed the Polygraph Examination and the Oral Interview steps of the Police Officer Hiring Process, that a conditional offer of employment be extended to Mark “Rich” Weiland conditioned upon a successful completion of a medical and a psychological examination and that he be requested to undergo both a medical and a psychological examinations at the Board’s expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and that a conditional offer of employment be extended to Police Candidate Mark “Rich” Weiland and that he shall be offered the opportunity to complete a medical and a psychological examination at the expense of the Board.

Chair Gonzalez made a verbal Motion To Find that Police Candidate Matthew Korn had successfully completed the Polygraph Examination and the Oral Interview steps of the Police Officer Hiring Process, that a conditional offer of employment be extended to Matthew Korn conditioned upon a successful completion of a medical and a psychological examination and that he be requested to undergo both a medical and a psychological examinations at the Board’s expense. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Chair Gonzalez	Aye
Commissioner Phillips	Nay
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and that a conditional offer of employment be extended to Police Candidate Matthew Korn and that he shall be offered the opportunity to complete a medical and a psychological examination at the expense of the Board.

At the request of both the Fire and Police Departments, Chair Gonzalez made a verbal Motion To Schedule a Special Board meeting to consider the reports of the Polygraph Examinations for Fire Fighter Candidates and the Medical and Psychological Examination Reports for Police Officer Original Appointment Candidates for 6:30 PM on Wednesday, August 31, 2016 in the City Council Chambers. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote was held with the following results:

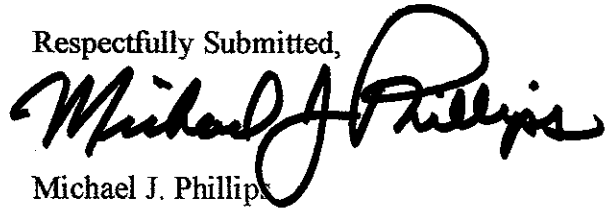
Chair Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Gonzalez declared the Motion as Passed and the Board shall hold a Special Meeting on August 31, 2016 at 6:30 PM.

ADJOURNMENT:

Commissioner Hunter made a verbal Motion To Adjourn. Chair Gonzalez seconded this Motion. A voice vote was held and Chair Gonzalez declared the Motion as Passed and the meeting was adjourned. The Meeting adjourned at 9:36 P.M.

Respectfully Submitted,



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

APPROVED by Vote of the Board of Fire and Police Commissioners on September __, 2016.