

**MINUTES OF THE REGULAR QUARTERLY MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JANUARY 20, 2021 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Regular Quarterly Meeting of the Board of Fire and Police Commissioners to Order at 6:00 PM.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner attended by electronic or remote methods. The Police Chief Woody and Deputy Police Chief Wallace also attended. No member of the general public was present.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: By consensus, the Board postponed its consideration of the proposed Minutes of the following Board Meetings: November 17, 2020 and December 10, 2020.

COMMUNICATIONS:

A. *Bills Payable.*

An Invoice for \$ 20.00 dated November 30, 2020 from Performance Evaluation, Inc. for Administering a PEP Test to Candidate Tyler Woodside. Commissioner Gonzalez made a verbal Motion To Pay this Invoice As Presented. Commissioner Phillips verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and the Invoice was approved for payment.

An Invoice for \$ 20.00 dated December 31, 2020 from Performance Evaluation, Inc. for Administering a PEP Test to Police Candidate Sunset Winsler. Commissioner Phillips made a verbal Motion To Pay this Invoice As Presented. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and the Invoice was approved for payment.

An Invoice for \$ 405.00 dated December 7, 2020 from Holmstrom & Kennedy, P.C. for Legal Services provided to the Board. Commissioner Phillips made a verbal Motion To Pay this Invoice As Presented. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the Invoice was approved for payment.

An Invoice for \$ 270.00 dated January 13, 2021 from Holmstrom & Kennedy, P.C. for Legal Services provided to the Board. Commissioner Phillips made a verbal Motion To Pay this Invoice As Presented. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the Invoice was approved for payment.

B. Police Chief's Report. Police Chief Shane Woody made a short verbal report as follows:

- (1) In March of 2021 Police Officer Kasperovich will complete his Probationary Period with the Belvidere Police Department and is currently progressing with few issues;
- (2) Police Officer Anthony Jones is currently in Step V of the Department's Field Training Officer Program and is working solo until he completes his 18 month Probationary Period; and
- (3) Police Officer Jonathan Lerch is currently in the Step II of the FTO Program and is working with Canine Officer Reese.

C. Fire Chief Report. Fire Chief Al Hyser was not present, and did not present a verbal or written Report:

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

(A) Belvidere Fire & Police Meeting Time.

The Board then discussed whether to change the current 6:30 PM start of its Regular and Special Meetings. After some discussion, Commissioner Phillips made a verbal Motion To Set the Board's Meeting Time to 6:00 PM except as otherwise scheduled.. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the in the future the Board will meet at 6:00 o'clock P. M., except as otherwise scheduled.

(B) Police – Request Permission To Begin Taking Applications For Lateral Candidates.

The Police Chief then requested that the Board to approve taking of applications for original employment from Lateral-Hiring Candidates. The Police Chief reminded the Board that the Board had recently changed its Rules and Regulations to create such a list of qualified Lateral Candidates to be hired as original police officers for the City of Belvidere. Commissioner Phillips made a verbal Motion To Authorize the Police Department to accept applications for original employment from Lateral candidates. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and the Police Department is hereby authorized to accept applications for original employment was Police Officers from qualified lateral candidates.

(C) Police – Review Entry Level Candidates' Background Check Reports and Decide Which Candidates Are To Be Removed And Which Candidates Are To Be Continued on the Final Eligibility Register.

The Board then discussed with Police Detective Sergeant Smaha the Background Check Reports on the following Candidates for the Police Officer Position and took the action listed below:

(1) Police Candidate Jamie Benavides, ranked #14 on the Final Eligibility Register, sent the Board a written request to withdraw from consideration as he has been hired by the Winnebago County Sheriff's Department - Commissioner Phillips made a verbal Motion To Remove Jamie Benavides' name from the Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and the name of Candidate Jamie Benavides shall be removed from the Police Officer Final Eligibility Register.

(2) Police Candidate dillon Belcher, ranked #11 on the Final Eligibility Register, sent the Board a written request to withdraw from consideration as he has been hired by the Sycamore City Police Department - Commissioner Phillips made a verbal Motion To Remove Dillon Belcher's name from the Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the name of Candidate Dillon Belcher shall be removed from the Police Officer Final Eligibility Register.

(3) Police Candidate Enrique Schaefer, ranked #18 on the Final Eligibility Register, sent the Board a written request to withdraw from consideration as he has been hired by the Rockford City Police Department - Commissioner Phillips made a verbal Motion To Remove Enrique Schaefer's name from the Final Eligibility Register. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the name of Candidate Enrique Schaefer shall be removed from the Police Officer Final Eligibility Register.

(4) Police Candidate Cecily Visa, ranked #19 on the Final Eligibility Register, sent the Board a written request to withdraw from consideration as she has been hired by the Bloomington City Police Department - Commissioner Phillips made a verbal Motion To Remove Cecily Visa's name from the Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and the name of Candidate Cecily Visa shall be removed from the Police Officer Final Eligibility Register.

(5) The Board next reviewed the Background Check Report of Police Candidate Sunette Winsler, who is ranked #1 on the Final Eligibility Register, Commissioner Phillips made a verbal Motion To find that Police Candidate Sunette Winsler had successfully passed the Background Check Report step of the Hiring Process as required by the Board's Rules and Regulations. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez Aye
Commissioner Phillips Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion had passed and Police Candidate Sunette Winsler has successfully passed the Criminal Background Check step and shall be requested to submit to a Polygraph Examination as required by the Board's Rules and Regulations.

(7) The Board next reviewed the Background Check Report of Police Candidate Tyler Woodside, who is ranked #16 on the Final Eligibility Register, Commissioner Phillips made a verbal Motion To find that Police Candidate Tyler Woodside had NOT successfully passed the Background Check Report step of the Hiring Process as required by the Board's Rules and Regulations and that his name shall be removed from the Police Officer Final Eligibility Register. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and Police Candidate Tyler Woodside has NOT successfully passed the Criminal Background Check step as required by the Board's Rules and Regulations and that his name shall be removed from the Police Officer Final Eligibility Register.

OTHER BUSINESS:

Deputy Police Chief Wallace announced that the Orientation, Written Test and Physical Agility Test for the Police Officer Candidates shall be held beginning at 8:00 o'clock A.M. On Saturday, February 6, 2021 at the PSB Building.

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 6:58 P.M.

Respectfully Submitted,

Michael J. Phillips

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