

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF FIRE & POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JULY 20, 2021 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 6:06 P.M.

ROLL CALL: All Commissioners were personally and physically present in the meeting room. No Commissioner attended by electronic or remote methods. Police Chief Shane Woody was personally present, as was Deputy Police Chief Wallace and Deputy Police Chief Gardner. The Fire Chief was not present. Board Counsel Roberta Holzwarth was present. No members of the general public were present.

PUBLIC COMMENT: There was no Public Comment presented to be discussed at this Special Meeting.

READING OF THE MINUTES: There were no Minutes distributed for the Board's consideration and approval. By consensus, consideration of any Minutes was deferred to the next Board Meeting.

COMMUNICATIONS:

A. *Bills Payable.*

An Invoice #40680 for \$ 60.00 dated June 30, 2021 from Personnel Evaluation, Inc. for Administering three Pre-Employment Psychological Tests ("PEP Tests) to Police Lateral Hiring Candidates Dillon Rackley, Steven Golden and Zachary Smith was presented for the Board's consideration. Commissioner Gonzalez made a verbal Motion To Pay this Invoice As Presented. 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 Invoice was approved for payment.

B. *Police Chief's Report.* Police Chief Shane Woody stated that there was no Report to be made as all information would be covered by the Agenda Items.

C. *Fire Chief Report.* Fire Chief Al Hyser was not present as there was no Fire Department items on tonight's Meeting Agenda so there was no Fire Chief Report presented.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

(A) *Police – Review Psychological and Medical Results for Lateral Candidates.*

The Board then reviewed the written reports of the Medical and Psychological Tests administered to the three Lateral Hiring Candidates (Dillon Rackley, Steven Golden and Zachary Smith). The Board then took the formal action:

Commissioner Phillips made a verbal Motion To Find that Lateral Hiring Candidate Dillon Rackley has successfully passed the Medical and Psychological Examinations steps of the Police Officer Lateral Hiring Process as required by the Board’s Rules and Regulations, as amended. 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 that Lateral Candidate Dillon Rackley has successfully passed the Medical and Psychological Examination steps of the Police Officer Lateral Hiring Process as required by the Board’s Rules and Regulations, as amended.

Commissioner Phillips made a verbal Motion To Find that Lateral Hiring Candidate Steven Golden has successfully passed the Medical and Psychological Examinations steps of the Police Officer Lateral Hiring Process as required by the Board’s Rules and Regulations, as amended. 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 that Lateral Candidate Steven Golden has successfully passed the Medical and Psychological Examination steps of the Police Officer Lateral Hiring Process as required by the Board’s Rules and Regulations, as amended.

Commissioner Phillips made a verbal Motion To Find that Lateral Hiring Candidate Zachary Smith has successfully passed the Medical and Psychological Examinations steps of the Police Officer Lateral Hiring Process as required by the Board’s Rules and Regulations, as amended. 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 that Lateral Candidate Zachary Smith has successfully passed the Medical and Psychological Examination steps of the Police Officer Lateral Hiring Process as required by the Board's Rules and Regulations, as amended.

(B) Police – Offer of Appointment to police officer, if applicable.

Commissioner Phillips made a verbal Motion To Appoint Lateral Hiring Candidates Dillon Rackley, Steven Golden and Zachary Smith as Probationary Police Officers for the City of Belvidere. 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 that Lateral Hiring Candidates Dillon Rackley, Steven Golden and Zachary Smith are each hereby appointed as Probationary Police Officers for the City of Belvidere. Each of the Commissioners then signed a written Certificate Of Appointment for each of these three Candidates, Dillon Rackley, Steven Golden and Zachary Smith.

(C) Police – Review Lateral Structured Interviews.

Police Chief Woody then informed the Board that Lateral Hiring Candidate Richard T. Surber of the Milford Police Department had sent an email asking that his name be removed from further consideration by the Board for possible employment as a Police Officer by the City of Belvidere. Commissioner Phillips made a verbal Motion To Remove The Name of Richard T. Surber from further consideration as a possible Lateral Hire Police Officer Candidate. 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 that Lateral Hiring Candidate Richard T. Surber is hereby removed from any further consideration for employment as a Police Officer for the City of Belvidere.

Police Chief Woody then reported to the Board that the command staff of the Police Department conducted a Structured Interview of Lateral Hire Candidate George Garcia of the Stone Park Police Department and his staff recommends that Lateral Hire Candidate Garcia continue in the Lateral Hiring Process. Commissioner Phillips made a verbal Motion To Find that Lateral Hiring Candidate George Garcia has successfully completed the Structured Interview step of the Lateral Hiring Process as required by the Board's Rules and Regulations, as amended and that the Police Department be authorized to conduct the required Background Investigation

step of the Lateral Candidate Hiring Process. 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 that Lateral Hiring Candidate George Garcia has successfully completed the Structured Interview step of the Police Officer Lateral Hiring Process as required by the Board's Rules and Regulations, as amended and that the Police Department conduct the required Background Investigation of Lateral Hiring Candidate George Garcia.

(D) Police – Decide If Lateral Candidates Advance.

With the above action as stated in Paragraph (C) above by the Board, this Agenda item became moot and the Board took no further action on Paragraph (D).

(E) Police – Request Authorization To Conduct Lateral Backgrounds.

With the above action as stated in Paragraph (C) above by the Board, this Agenda item became moot and the Board took no further action on Paragraph (E).

OTHER BUSINESS:

(A) Executive Session as authorized by Section 2(c)(21) of the Illinois Open Meetings Act, as amended, for the Discussion and Approval of Minutes of Meetings Lawfully Closed Pursuant to the said Illinois Open Meetings Act, as amended.

Secretary Phillips informed the Board that the written Minutes of the prior Executive Sessions of the Board were not yet ready for the Board's review. By Consensus, this Agenda Item was postponed to a future Board meeting.

(B) Police – Disciplinary Matter.

City Attorney Michael Drella and Police Chief Woody verbally informed the Board that earlier in the day they had filed with the Office of the City Clerk a written Charge against a current Belvidere Police Officer. Attorney Drella handed Secretary Phillips five (5) signed and sworn copies of this Charge. Attorney Drella then requested a Special Meeting of the Board at a future date To Be Determined in order to complete the Statutory Disciplinary Process on said Charge. After the Board consulted with its Board Counsel, Roberta Holzwarth who was personally present at tonight's Board Meeting, Commissioner Phillips made a verbal Motion To Authorize Board Counsel Roberta Holzwarth to prepare the necessary documents to notify the named Police Officer of the filing of the Charge and the date of all hearings before the Board on said Charge. 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 that Board hereby authorizes Board Counsel Roberta Holzwarth to prepare the necessary documents to notify the named Police Officer of the filing of the Charge and the date of all hearings before the Board on said Charge. By Consensus, the Board then scheduled a Preliminary Hearing on said Charge for 6:00 o'clock P. M. on Thursday, July 29, 2021 in the Belvidere City Council Chambers or another meeting room as may be assigned by City officials and also an Evidentiary Hearing on said Charge to commence at 6:00 o'clock P. M. on Wednesday, August 18, 2021 in the Belvidere City Council Chambers or another meeting room as may be assigned by City officials. Other than as stated above, the Board took no formal action on this request.

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 6:53 P.M.

Respectfully Submitted,

Michael J. Phillips

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