

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

**CALL TO ORDER:** Chair *Pro Tempore* Gonzalez called this Regular Quarterly Meeting of the Board of Fire and Police Commissioners to Order at 6:21 PM.

**ROLL CALL:** Commissioners Gonzalez and Phillips were personally and physically present in the meeting room. Commissioner Hunter was absent. No Commissioner attended by electronic or remote methods. The Police Chief Woody and Fire Chief Hyser 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 prior Board Meetings until the next Special Board Meeting.

**COMMUNICATIONS:**

A. *Bills Payable.*

An Invoice for \$ 3,870.00 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

Chair *Pro Tempore* Gonzalez declared the Motion had passed and the Invoice was approved for payment.

An Invoice for \$ 3,906.53 from F.I.R.E. & P.O.L.I.C.E. Personnel Services, Inc. for Testing 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

Chair *Pro Tempore* Gonzalez 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) There are currently four probationary Police Officers enrolled in the Police Department's Field Training Officer ("FTO") Program and all are doing well; and

(2) Probationary Police Officer Sunsette Winsler is in Week #11 of the Suburban Law Enforcement Academy and is doing well - She is expected to graduate in three (3) more weeks; and

(3) Probationary Police Officer Rackley is in Step V of the FTO Program and is working with Sergeant Ball;

(4) Probationary Police Officer Smith is in Step V of the FTO Program and is working with Sergeant Polnow; and

(5) Probationary Police Officer Golden is in Step IV of the FTO Program and is working with FTO Trainer Zachery Reese.

C. *Fire Chief Report.* Fire Chief Al Hyser made a short verbal presentation as follows:

(1) Probationary Firefighters VanderBroeck and Bullard are doing well and progressing in their training; and

(2) There now exists one vacancy among Firefighters because of the May 2021 retirement of Firefighter Oates; and

(3) There are two Firefighters suffering from long-term work-related injuries – one is on Light Duty and returned to the Department last Friday and the other is not currently working as he/she rehabs the injury.

**UNFINISHED BUSINESS:** NONE.

**NEW BUSINESS:**

(A) *Fire – Fire Department Update on Existing Fire Candidate Eligibility List with a Request for Letters to Failed Candidates.*

The Fire Chief requested that the Board send letters to all candidates who had been removed from the current Firefighter Final Eligibility Register. Board Secretary Phillips asked the Fire Chief for a written list of Names, mailing addresses, date of removal and reason for removal of said Candidates. Fire Chief Hyser agreed to send the same to Board Secretary Phillips who, upon receipt of said list, will draft and mail certified letters to each such removed Firefighter Candidate.

(B) *Fire – Review the background and Polygraph Test Results on Firefighter Candidate Cory Mitchell.*

The Board then reviewed the written reports of the Background Investigation as conducted by Police Detective Sergeant Smaha and the report of the Polygraph Examination, both as to Firefighter Candidate Cory Mitchell. Commissioner Phillips made a verbal Motion To Find that Firefighter Candidate Cory Mitchell had successfully completed both the required Background Investigation

and the required Polygraph Examination and that he be invited to submit to the required a Verbal Interview by the Board of Fire & Police Commissioners. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and Firefighter Candidate Cory Mitchell is hereby invited to submit to the required Verbal Interview before the Board.

(C) *Fire – Upon Successful Result of Background and Polygraph Tests for Candidate Cory Mitchell set a Date for an Oral Interview.*

The Fire Chief then requested that the Board schedule a Meeting during which it would verbally interview Firefighter Candidate Cory Mitchell as required by the Board’s current written Rules and Regulations. Commissioner Phillips made a verbal Motion To Schedule a Special Meeting for November 3, 2021 at 6:00 o’clock P.M. during which the Oral Interview of Firefighter Candidate Cory Mitchell will occur. Commissioner Gonzalez verbally seconded this Motion. A Roll Call Vote ensued with the following results:

Commissioner Gonzalez	Aye
Commissioner Phillips	Aye

Chair *Pro Tempore* Gonzalez declared the Motion had passed and the Board will conduct a Special meeting on November 3, 2021 during which the Board will conduct the Oral Interview of Firefighter Candidate Cory Mitchell. The Board then asked Fire Chief Hyser to bring the Background Investigation and Polygraph Examination Reports on Firefighter Candidate Cory Mitchell to the Board’s November 3, 2021 Meeting.

**OTHER BUSINESS:** NONE.

**ADJOURNMENT:**

Commissioner Phillips made a verbal Motion To Adjourn. Commissioner Gonzalez verbally seconded this Motion. A voice vote was held and Chair *Pro Tempore* Gonzalez declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 6:56 P.M.

Respectfully Submitted,

*Michael J. Phillips*

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