

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JULY 16, 2024, THE CITY COUNCIL CHAMBERS OF
THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Special Meeting of the Board of Fire & Police Commissioners to Order at 6:00 P.M.

ROLL CALL: Commissioners Hunter, Villarreal and Rathburn were personally and physically present in the meeting room. Also present were Police Chief Shane Woody Deputy Chief Smaha, Sergeant Ball, and Fire Capt. Burdick.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: Previously, Secretary Rathburn electronically distributed the proposed Minutes of the Board's Special Meetings as held on May 9th and 30th of 2024.

- A. Commissioner Hunter made a verbal Motion to Approve as Presented the proposed Minutes of the Board's May 9, 2024 Special Meeting. Commissioner Villarreal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villarreal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the minutes were approved.

- B. Commissioner Villarreal made a verbal Motion to Approve as Presented the proposed Minutes of the Board's May 30, 2024 Special Meeting. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villarreal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the minutes were approved.

COMMUNICATIONS:

A. *Bills Payable.*

1. HolmstromKennedy, Invoice 802817 for \$270.00 for Attorney Services. Commissioner Hunter made a verbal Motion to Approve as Presented this invoice. Commissioner Villarreal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
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Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and the invoice was approved for payment.

2. Personnel Evaluation Incorporated, Invoice 51814 for \$25.00 for Candidate Testing. Commissioner Rathburn made a verbal Motion to Approve as Presented this invoice. Commissioner Hunter verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn Aye
Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and the invoice was approved for payment.

3. Cops & Fire, Invoice 109097 for \$900.00 for Promotional Psychological Testing. Commissioner Hunter made a verbal Motion to Approve as Presented this invoice. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn Aye
Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and the invoice was approved for payment.

- B. *Police Chief's Report.* Police Chief Shane Woody made the following report:
 1. Tyler Stansford is in Week 11 at Sauk Valley and is progressing as expected
 2. Probationary Officers LaraPara, Hauser, Bendel and Venegas are all in various stages of Step 5. LaraPara and Hauser look to complete their probation in February of 2025. Bendel and Venegas will complete their probation in October 2024.
- C. *Fire Chief's Report.* Nothing New To Report.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Police—Rule Change Regarding Probationary Officer Probation Extensions. Attorney Bobbie Holzwarth presented proposed rule changes to clarify the extension or dismissal of Probationary Officers from the Belvidere Police Department. Commissioner Rathburn made a verbal Motion to Approve as

Presented the new rules. Commission Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the new rules approved.

B. Police—Review and Approve Entry Level Background Investigations.

1. Benjamin D. Reese—After reviewing the background report Commissioner Villareal made a verbal Motion to declare Applicant Reese did not pass the Background Investigation. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed. The Background Investigation was not accepted

2. Jordan M. Russo—After reviewing the background report Commissioner Villareal made a verbal Motion to declare Applicant Russo did not pass the Background Investigation. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed. The Background Investigation was not accepted.

C. Police—Approve Polygraph Examinations for Entry Level Applicants. No motion was made as neither candidate passed the background portion.

- D. Police—Discuss and Approve Using Additional Testing Service. It was proposed that, in addition to Cops & Fire, Braden Counseling Services be used for Applicant Psychological Evaluations. This would prevent schedule backlogs from processing applicants in a timely manner. Commissioner Rathburn made a verbal Motion to Approve using Braden Counseling Center for Applicant Psychological Testing. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn Aye
Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and Approval was granted to use Braden Counseling Center.

- E. Fire—Approve Candidate Eligibility List. After reviewing the list provided by Captain Burdick, Commissioner Hunter made a verbal Motion to approve the Eligibility List. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

Commissioner Rathburn Aye
Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and the Eligibility List was Approved.

- F. Fire—Approve Candidate Background Checks. It was requested that after the application of Preference Points, the top 5 Candidates on the Eligibility List be sent for Background Checks. Commissioner Rathburn made a verbal Motion to approve sending the top 5 Candidates for Background Checks. Commissioner Villareal verbally seconded this Motion. A Roll Call vote was held with the following results:

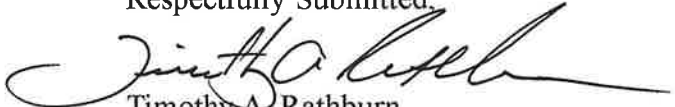
Commissioner Rathburn Aye
Commissioner Villareal Aye
Commissioner Hunter Aye

Chair Hunter declared the Motion as Passed and the Eligibility List was Approved.

OTHER BUSINESS: A request was made to schedule another Special Meeting on or around the 30th of July.

ADJOURNMENT: Commissioner Hunter made a verbal Motion to Adjourn. Commissioner Villareal 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 7:28 P.M.

Respectfully Submitted,


Timothy A. Rathburn

Approved by Vote of the Board of Fire and Police Commissioners on AUG 22 2024