

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON AUGUST 22, 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 Bird and Fire Chief Schadle.

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 July 16th of 2024.

- A. Commissioner Villarreal made a verbal Motion to Approve as Presented the proposed Minutes of the Board's July 16, 2024 Special Meeting. Commissioner Hunter 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. National Testing Network, Invoice 15972 of July 31, 2024 for \$65.00 for Testing ICO Luke Minnaert. Commissioner Rathburn 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
Commissioner Villareal Aye
Commissioner Hunter Aye

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

2. HolmstromKennedy, Invoice 307981 of August 5, 2024 for 1462.50 for legal services. Commissioner Rathburn 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.

3. Illinois Association of Chiefs of Police, Invoice 17848 of August 1, 2024 for \$455.00 for Examiners Manual. 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.

4. Personnel Evaluation Incorporated, Invoice 52102 of July 31, 2024 for \$50.00 for PEP Billing. Commissioner Hunter made a verbal Motion to Approve as Presented this invoice. 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 and the invoice was approved for payment.

B. *Police Chief's Report.* Police Chief Shane Woody made the following report:

1. Two officers submitted resignations since the last report.

- a. Officer Hauser completed the FTO processes but is resigning in order to take a position with the Loves Park Police Department.
 - b. Officer Golden, the School Resource Officer, is resigning in order to accept a position with the Secretary Of State Police Department.
2. Chief Woody announced that one recruit had just completed training at Sauk Valley and his first day would be Saturday, 24 August 2024.

C. *Fire Chief's Report.* Nothing To Report.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Police—Approve Memorandum of Agreement (MOA) with Braden Counseling Center. Commissioner Hunter made a verbal Motion to Approve as Presented the MOA. 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 MOA approved.

- B. Fire —Approve Final Eligibility Roster. Fire Chief Schadle provided the Commissioners with the list and discussed the grading process for ranking each candidate. Commissioner Villareal made a verbal Motion to Approve as Presented the Final Eligibility List. 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 and the Final Eligibility List approved.

- C. Fire—Approve Candidate Background. Fire Chief Schadle provided the candidate background on Camden Johnson and after a thorough review and explanation Commissioner Villareal made a verbal Motion to Accept as Presented the Candidate Background Report on Camden Johnson. 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 and the Background Report as accepted.

- D. Fire—Review Candidate Polygraph. Fire Chief Schadle presented the polygraph report on Candidate Camden Johnson which appeared to show inconsistencies with questions on his application and background forms. Chief Schadle explained that he contacted Cops and Fire, the facilitators of the polygraph examination, to address these inconsistencies. It was explained by the polygrapher that he had opted for a different style of polygraph because the candidate had taken the test administered to all other candidates as part of a previous job application.

Chief Schadle reinterviewed the Candidate and all his references and determined, after an explanation of the process of the test administration, that the results of the test were inconsistent with the Candidate's character and that the test administration was not consistent with the requirements for the testing of other applicants.

- E. Fire—Approve Candidate Polygraph. Commissioner Rathburn mad a motion to Approve Candidate Johnson's Polygraph test despite the recommendation of the polygrapher. 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 polygraph approved.

- F. Fire—Candidate Oral Interview. An interview was conducted by the Commission and Fire Chief Schadle and based on that interview Commissioner Hunter made a verbal Motion to declare Candidate Johnson passed his oral interview. Commissioner Rathburn verbally seconded this Motion. A Roll Call vote was held with the following results:

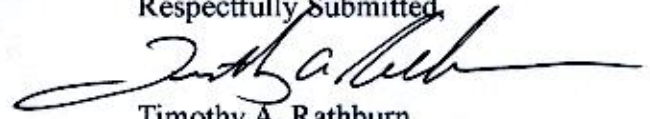
Commissioner Rathburn	Aye
Commissioner Villareal	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion as Passed and the interview passed.

OTHER BUSINESS: Fire Chief Schadle mentioned his intention to send a letter to Cops & Fire regarding the administration of polygraphs not approved for the application process and that all candidates must be administered the same test.

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 7:43 P.M.

Respectfully Submitted,



Timothy A. Rathburn

SEP 10 2024

Approved by Vote of the Board of Fire and Police Commissioners on _____