

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON DECEMBER 21, 2012 AT THE VILLAGE HALL OF THE VILLAGE OF WILLOWBROOK, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chairman Schuler at the hour of 7:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman William Schuler, Secretary Stephen Landsman, and Commissioner Joe Heery. Also present were Chief of Police Mark Shelton, Village Administrator Tim Halik, and Executive Secretary Cindy Stuchl.

ABSENT: None.

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. REVIEW AND APPROVE SPECIAL MEETING MINUTES OF NOVEMBER 16, 2012

The Commission reviewed the minutes from the special meeting held on November 16, 2012.

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to approve the special meeting minutes of November 16, 2012 as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

None presented.

6. UNFINISHED BUSINESS

- a. APPROVAL - A RESOLUTION AMENDING THE RULES AND REGULATIONS OF THE BOARD OF POLICE COMMISSIONERS OF THE VILLAGE OF WILLOWBROOK, STATE OF ILLINOIS, ADOPTED APRIL 22, 2002

Chairman Schuler reviewed the resolution that is required to be passed when amending the BOPC Rules and Regulations.

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to adopt the Resolution 12-BPCR-1 as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

7. NEW BUSINESS

- a. UPDATE - NEW HIRING PROCESS

Chief Shelton stated that as of this past Wednesday, there are 44 persons that have completed applications with Selection Works. The last day to submit applications is January 4, 2013.

Chairman Schuler stated that there had been two issues that came up during the application process. One involved the NIPSA test that an executive decision was made to back date the NIPSA completion date due to the testing facility not conducting tests during the winter months. The second issue involved an applicant that requested taking the test on a different date due to religious reasons. Selection Works was contacted and they have conducted tests on different days for this same reason and have no problem doing the test on the day before the actual test date.

- b. UPDATE - OPEN PATROL POSITION

Chief Shelton stated that the first 50 applicants on the existing list have been contacted and have either passed on the position or failed some part of the application process.

Chief Shelton recommended that the Commission defer the hiring process until the new list is established. Chief Shelton stated

that he has locked in a date at the police academy in case it is needed.

MOTION: Made by Commission Heery, seconded by Secretary Landsman, to follow Chief Shelton's recommendation to pass on the current applicants.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

Secretary Landsman questioned what this will do for overtime. Chief Shelton stated that he has already advised Administrator Halik, the Public Safety Committee, and the Village Board that overtime will be incurred. Chief Shelton stated that he did not wish to make a short-term decision for a long-term effect.

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to defer the hiring process until the new eligibility list has been established.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

The Commissioners concurred that they are understanding and supportive of additional overtime that the police department may incur to maintain a force level sufficient to provide for the safety and welfare of the Village and its residents until the Board of Police Commissioners has filled the open patrol officer position.

8. ADJOURNMENT

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to adjourn the special meeting at the hour of 7:19 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

February 15 , 2013

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Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.