

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS HELD ON FEBRUARY 15, 2013 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 DECEMBER 21, 2012

The Commission reviewed the minutes from the special meeting held on December 21, 2012.

MOTION: Made by Commissioner Heery, seconded by Chairman Schuler, to approve the special meeting minutes of December 21, 2012 as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

Administrator Halik reviewed the issue with a previous testing candidate. He made contact with John Broihier, Illinois Police and Fire Commission, and the Village Labor Attorney, Jim Spizzo, who reviewed the issue. Both suggested not conducting an investigation. Administrator Halik then contacted Village Attorney Bill Hennessy, who concurred. A few days later,

Attorney Hennessy sent a memo to Village Administrator Halik advising that he had changed his opinion and thought the BOPC may want to conduct an investigation. Chairman Schuler responded that based on the details of the case and information received from the Attorneys Broihier and Spizzo, he did not feel it was necessary. Administrator Halik spoke with Attorney Hennessy who stated he was fine with this. Administrator Halik requested Attorney Hennessy to put this in writing in order to close this issue, and has not received it as of this date. Chairman Schuler stated that Secretary Landsman had contacted him reference this issue and felt that an investigation should be conducted. Chairman Schuler commented that if any investigation was to be conducted, we should interview only the doctor, not the applicant. Administrator Halik advised that he will share Commissioner Landsman's comments with Attorney Hennessy.

Administrator Halik also gave a brief update to the Fiscal Year 2013/14 budget process. Administrator Halik advised that there will be no reduction in services or programs. He stated that the projected reserve for the end of FY 2013/14 is 182 operating days. The goal is 120 days.

6. UNFINISHED BUSINESS

a. REVIEW - PATROL OFFICER APPLICANT TEST RESULTS

Chief Shelton reviewed the testing results. Selection Works conducted all aspects efficiently and professionally. The initial eligibility list has 25 individuals. The deadline to turn in preference points was yesterday. The final eligibility list should be completed next week.

7. NEW BUSINESS

a. MOTION - DRAFT AMENDMENT TO VILLAGE CODE 5-1-1.1 -
MINIMUM ELIGIBILITY REQUIREMENTS

Administrator Halik stated that there was a question during the latest testing process related to age requirements. The newly adopted BOPC Rules did not match the Village Ordinance. Administrator Halik advised if the Commission approves these changes, an amendatory ordinance will be brought before the Village Board at their next meeting.

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to approve the amended Village Code 5-1-1.1 as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

- b. MOTION - TO AMEND BOARD OF POLICE COMMISSIONERS RULES AND REGULATIONS ADOPTED DECEMBER 21, 2012

Administrator Halik stated that there is a recommendation to amend the newly adopted Rules and Regulations in two sections. First, the age requirement language was poorly worded and should be amended to mimic the newly revised Village Ordinance.

Secondly, after further review, the NIPSTA POWER Test should be extended to twelve months. There was an issue this past testing period due to being conducted during the winter months.

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to amend the Board of Police Commissioner's Rules and Regulations as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

- c. DISCUSSION

Chairman Schuler stated that one thing not tested as part of the hiring process is the ability of the candidate's written communication skills. Chairman Schuler suggested that during the written examination, the candidates should write an observation on what they saw when they came to the test. The Commission can then review this observation at the time when the candidate is interviewed by the Commission.

The consensus of the Commission was to add this exercise to the next testing process.

8. ADJOURNMENT

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to adjourn the meeting at the hour of 7:29 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

March 15 , 2013

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.