

A G E N D A - Amended

REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON FRIDAY, AUGUST 19, 2016, AT 7:00 A.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. VISITORS' BUSINESS - Public comment is limited to three minutes per person
4. OMNIBUS VOTE AGENDA:
 - a. Review and Approve Minutes - Regular BOPC Meeting - June 17, 2016 (APPROVE)
5. COMMUNICATIONS
6. UNFINISHED BUSINESS
 - a. MOTION - ELECTION OF BOPC CHAIRMAN AND SECRETARY (APPROVE)
7. NEW BUSINESS
 - a. MOTION - I/O Solutions - Promotional Exams (APPROVE)
 - b. MOTION - Promotional Exam Schedule and Notifications (APPROVE)
 - c. MOTION - Departmental Merit & Efficiency Criteria and Scoring Process (APPROVE)
8. CLOSED SESSION
9. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS
HELD ON JUNE 17, 2016 AT THE VILLAGE HALL, 835 MIDWAY DRIVE,
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 Joseph Heery. Also present were Chief of Police Mark Shelton, Deputy Chief Robert Schaller, and Executive Secretary Cindy Stuchl.

ABSENT: None

A QUORUM WAS DECLARED

3. VISITORS' BUSINESS

None presented.

4. OMNIBUS VOTE AGENDA

- a. Review and Approve Minutes - Regular BOPC Meeting
May 20, 2016

The Commission reviewed the May 20, 2016 minutes.

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to approve the May 20, 2016 minutes as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

- b. Review and Approve Minutes - Closed Session BOPC Meeting
- May 20, 2016

The Commission reviewed the May 20, 2016 closed session minutes.

MOTION: Made by Commissioner Heery, seconded by Secretary Landsman, to approve the May 20, 2016 closed session minutes as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

Chairman Schuler advised that he had a discussion with Administrator Halik about the meeting agendas. Commissioners will notice some future agenda items may be identified as MOTION to indicate that the Board may choose to act on the item at the meeting. Following discussion, the board may choose to defer or not act on the Agenda item.

6. UNFINISHED BUSINESS

a. Discussion/Update - Testing Process

Chief Shelton stated that he has spoken with Selection Works/IO Solutions and scheduled the promotional testing. Chief Shelton advised that he will be posting the testing criteria for the eligible applicants in September. The written exam should be held during the second week in October. The following week will be the oral exams. The existing list expires on November 7, 2016 and the new list should be established by that time.

Chairman Schuler questioned about the notification letter that gets sent to the eligible applicants. Chairman Schuler advised that in the past it was sent from the Chief, he stated that it would be more appropriate that the letters come from the BOPC. Chief Shelton and the commissioners concurred.

Chairman Schuler asked if the Chief had determined what scale will be used for awarding the Chief's points. Chief Shelton advised that since Deputy Chief Schaller is in attendance at today's meeting and is eligible to take the promotional test, the Chief declined to make any comments at this time. Chief Shelton stated that he does have the criteria established and will further discuss them with the BOPC at a future meeting.

7. NEW BUSINESS

a. MOTION - Amendment to Rules and Regulations - Promotional Exams

Chairman Schuler advised that when Chief Shelton was looking into the upcoming promotional testing, he discovered that during the revision of the BOPC Rules and Regulations, the higher education requirement for the promotional testing was inadvertently omitted. BOPC Attorney John Broihier was contacted and determined that it

was an oversight. Attorney Broihier provided an amendment to correct this oversight.

MOTION: Made by Secretary Landsman and seconded by Commissioner Heery to approve the amendment to its current Rules and Regulations.

ROLL CALL VOTE: AYES: Chairman Schuler, Secretary Landsman, and Commissioner Heery. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

b. MOTION - Temporary Waiver of Higher Education Requirements

Chief Shelton advised that he and Deputy Chief Schaller have attended numerous meetings with other police departments. Several departments are having the issue of hiring new patrol officers and those officers then leaving after a short period of employment to join another department. In order to draw a deeper pool of applicants that would have the mentality of staying at an employer for a long period of time, Deputy Chief Schaller made a case and asked the commissioners to consider also accepting applicants that have military, active-duty experience in lieu of the college requirement. Among the benefits offered by Deputy Chief Schaller is that former military seem to be more loyal and work well in a chain of command structure.

Chief Shelton stated that he has spoken to Mayor Trilla and Administrator Halik. Both are in favor of the temporary waiver.

Chairman Schuler advised that specific terms of the optional waiver have been defined and adopted by the State Legislature.

Chief Shelton related that if approved, a temporary waiver of higher education requirements will be adopted for individuals that have served a minimum of 24 months of honorable active duty in the service of the United States Armed Forces or has served 180 days of active combat duty and has not been dishonorably discharged.

Chief Shelton stated that the actual testing process will not change. All applicants will still be required to go through all testing procedures. Deputy Chief Schaller advised that this will allow for a bigger pool of applicants to test. Chairman Schuler pointed out that in 2014, there were more than 100 applicants, seventy-seven (77) of whom are listed on the Final Patrol Officer

Eligibility List that was posted on March 25 2015; and that the Department recently hired the applicant who placed 16 of the 77.

Chairman Schuler related that he would like to reopen and discuss the issue of a Loyalty Pledge at a future meeting.

MOTION: Made by Commissioner Heery and seconded by Secretary Landsman to approve the temporary waiver of higher education requirements for the next round of patrol officer testing.

ROLL CALL VOTE: AYES: Chairman Schuler, Secretary Landsman, and Commissioner Heery. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

8. CLOSED SESSION

Chairman Schuler advised that there was no need for a Closed Session at today's meeting.

9. ADJOURNMENT

MOTION: Made by Secretary Landsman, seconded by Commissioner Heery, to adjourn the meeting at the hour of 7:41 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

August 19 , 20 16

Chairman

Minutes transcribed by Executive Secretary Cindy Stuchl.