

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS OF THE VILLAGE OF WILLOWBROOK HELD ON FRIDAY, SEPTEMBER 15<sup>TH</sup>, 2023, AT 9:00 A.M. AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

**1. CALL TO ORDER**

The meeting was called to order by Chief Kaspar at the hour of 9:00 a.m.

**2. ROLL CALL**

Those present at roll call were Chairman Joseph Heery, Secretary Thomas Sailer and Commissioner Nicholas Azzo. Also present were Chief Lauren Kaspar, Deputy Chief Ben Kadolph, Village Clerk Deborah Hahn, and Secretary Laurie Schmitz.

**3. SWEARING-IN CEREMONY – Appointment of Nicholas Azzo to the Village of Willowbrook Board of Police Commissioners.**

Commissioner Nicholas Azzo was sworn in by Village Clerk Hahn for re-appointment to the Village of Willowbrook Board of Police Commissioners.

**4. VISITORS' BUSINESS - Public comment is limited to three minutes per person.**

None presented.

**5. OMNIBUS VOTE AGENDA:**

a. Review and Approve Minutes – Special BOPC Meeting – July 10<sup>th</sup>, 2023 (APPROVE)

b. Review and Approve Minutes – Regular BOPC Meeting – July 21<sup>st</sup>, 2023 (APPROVE)

c. Review and Approve Minutes– Closed Session BOPC Meeting – July 21<sup>st</sup>, 2023 (APPROVE)

d. Review and Approve Minutes – Special BOPC Meeting – July 29<sup>th</sup>, 2023 (APPROVE)

e. Review and Approve Minutes – Closed Session BOPC Meeting – July 29<sup>th</sup>, 2023 (APPROVE)

MOTION: Made by Secretary Sailer, seconded by Commissioner Azzo, to approve:

- The Special BOPC Meeting – July 10<sup>th</sup>, 2023, minutes as presented.
- The Regular BOPC Meeting – July 21<sup>st</sup>, 2023, minutes as presented.
- The Closed Session BOPC Meeting – July 21<sup>st</sup>, 2023, minutes as presented.
- The Special BOPC Meeting – July 29<sup>th</sup>, 2023, minutes as presented.
- The Closed Session BOPC Meeting – July 29<sup>th</sup>, 2023, minutes as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

**6. COMMUNICATIONS**

None

**7. UNFINISHED BUSINESS – Discussion of entry level hiring.**

Chief Kaspar gave the Board an update on the entry level hiring. Chief Kaspar advised that the number one candidate that was on the top of the BOPC list was eligible as a lateral. This candidate has withdrawn his application from the entry level and has submitted an application for the lateral. This candidate was given a conditional offer of employment. The pre-employment screening and background checks are being conducted.

Chief Kaspar advised that the number two candidate is currently in the academy for another jurisdiction. We are awaiting a response from him if he wants to continue or withdraw from the background/application process with our department. If he decides to pass, we will then move onto candidate number three.

Chief Kaspar discussed updating the testing process.

Chief Kaspar advised that the Committee has the Village Board approval to hire (1) lateral and (1) BOPC candidate.

**8. NEW BUSINESS – Training**

Chief Kaspar discussed BOPC training with the Committee. Chief Kaspar advised the Committee that she will look for upcoming Illinois Police and Fire Commissioner training seminars.

**9. CLOSED SESSION**

There was no need for a closed session.

**10. ADJOURNMENT**

MOTION: Made by Secretary Sailer, seconded by Commissioner Azzo, to adjourn the meeting at the hour of 9:14 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED,

November 17 2023

  
Chairman

Minutes transcribed by Secretary Laurie Schmitz.