

MINUTES

BOARD / COMMISSION: Fire and Police Commission

DATE: July 23, 2018

MEETING: Regular

CALLED TO ORDER: 4:00 PM

QUORUM: Yes

ADJOURNED: 6:10 PM

ATTENDANCE:

MEMBERS: Chairman Meyers
Secretary Peters
Commissioner Kozak

ALSO PRESENT: Glen Ellyn Deputy Police Chief Kurt Vavra
Glen Ellyn Detectives Sergeant Jim Munson
Glen Ellyn Assistant Village Manager Bill Holmer

CALL TO ORDER

The meeting was called to order at 4:00 PM in The Community Room of the Glen Ellyn Police Station by Chairman Meyers. A quorum was present

APPROVAL OF MINUTES

Commissioner Kozak moved that the minutes of July 19, 2018 be approved as printed. The motion carried.

OLD BUSINESS

Deputy Chief Vavra updated the Board on the progress of the two most recently hired Police Officers.

All applicants placed on the Final Eligibility List in December 2016 have now been removed from the list due to being hired, or from not being moved forward in the hiring process, or from removing themselves from the hiring process. The last two applicants from that group have passed the oral interview and await the Polygraph Test. If they pass that test, the Psychological Evaluation, and the Medical Exam, they will attend the academy at the Police Training Institute at the University of Illinois beginning in September of this year.

Discussion was held about conducting an orientation and entry level test at Western Illinois University. The hope is to conduct them in conjunction with a Job Fair at Western Illinois in October 2018.

Secretary Peters was directed to get an opinion from John Broihier regarding how similar tests must be to combine applicants from two different points in time on the same Eligibility List. John Broihier is the attorney for the Illinois Board of Fire and Police Commissioners Association.

NEW BUSINESS

Deputy Chief Vavra questioned our avoidance of the POWER test as a requirement for hire. He suggested that, based on hiring seminars he has attended, that we re-consider that policy by having applicants provide evidence of having passed the POWER test in the recent past.

Detectives Sergeant Munson proposed that the Board develop rejection criteria/ guidelines that would allow detectives to suspend background investigations on applicants when these criteria/ guidelines are discovered about a candidate. When suspended, an explanatory memo would be provided to the Board. The Board would then determine if the background investigation should be completed, or if the candidate should not be moved forward in the hiring process. This could save the people performing the background investigations a great deal of time and effort. Sgt. Munson will provide a detailed list of such criteria/ guidelines at our next regular meeting for the Board to consider.

Deputy Chief Vavra and Sgt. Munson proposed that the board conduct oral interviews of entry level applicants after a brief background investigation has been completed on that applicant. Among the information that would be included in the brief background investigation would be: Criminal history, education verification, driving record, credit report, FOID/ concealed carry permit information, and a social media summary. If the Board were to decide the brief background investigation combined with the oral interview are sufficient to discontinue the applicant in the hiring process, time and effort will be saved. If the Board decides to move forward with such a candidate, a more in-depth background investigation of the applicant would be completed. It is likely a subsequent oral interview will be conducted with the applicant before deciding to stop or move forward in the hiring process with him/ her. Sgt. Munson will provide an example of such a brief background investigation at our next regular meeting.

Secretary Peters presented some outline tables that could be included in the background document provided to the Board to allow an easier review of the applicant's materials and reduce the need for some of the paperwork we have received in the past.

OTHER BUSINESS

The next scheduled meeting of the Board of Fire and Police Commissioners will be a Regular Meeting at 4:00 PM on August 27, 2018 in the Glen Ellyn Police Station

ADJOURNMENT

Member Kozak moved to adjourn the meeting at 6:10 PM. The motion carried.

Submitted by Commissioner Wes Peters, Secretary