



Agenda
Village of Glen Ellyn
Board of Fire and Police Commissioners
Regular Meeting
Monday, June 24, 2019
4:30 PM
Police Department Community Room
65 S Park Blvd Glen Ellyn

Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact the Police Department at least 24 hours before the meeting.

I. Call To Order

II. Roll Call

III. Approval of Minutes

- A. Board of Fire and Police Commissioners - Regular meeting - May 13, 2019 4:30 PM
 - 1. May 13, 2019 Regular Meeting Minutes
- B. Board of Fire and Police Commissioners - Special Meeting - May 31, 2019 4:00PM
 - 1. May 31, 2019 Special Meeting Minutes
- C. Board of Fire and Police Commissioners - Special Meeting - June 4, 2019 4:00PM
 - 1. June 4, 2019 Special Meeting Minutes

IV. Unfinished Business

V. New Business

VI. Adjournment

- A. Motion to Adjourn

**Board of Fire and Police Commissioners**

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 06/24/19 04:30 PM

Department: Board of Fire and Police Commissioners

Department Head: Jim Monson

Category: Minutes

Prepared By: Jim Monson

SCHEDULED

AGENDA ITEM (ID # 4009)

DOC ID: 4009 A

May 13, 2019 Regular Meeting Minutes

ATTACHMENTS:

- BOPFC Minutes 05-13-2019 (PDF)

MINUTES

BOARD / COMMISSION: Fire and Police Commission

DATE: May 13, 2019

MEETING: Regular

CALLED TO ORDER: 4:35 PM

QUORUM: Yes

ADJOURNED: 5:48 PM

ATTENDANCE:

MEMBERS: Chairman Jim Meyers
Secretary Wes Peters
Commissioner Andrea Kozak

ALSO PRESENT: Glen Ellyn Detectives Sergeant Jim Monson
Glen Ellyn Sergeant Andy Downey
Assistant Village Manager Bill Holmer

CALL TO ORDER

The meeting was called to order at 4:35 PM in 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 April 15, 2019 be approved as printed. Yeas: Chairman Meyers, Secretary Peters, Commissioner Kozak. Nays: None.

OLD BUSINESS

Sergeant Monson provided an update on the two officers who just graduated from PTI as well as on the officer about to enter PTI.

Sergeant Monson informed the Board that the current eligibility list will be exhausted when the currently underway preliminary backgrounds are completed on the 10 candidates remaining on the list.

The Police Department had two openings when the last candidate was approved for hiring prior to attending PTI. A recent resignation by an officer has created a second opening. A third opening is anticipated from a June retirement. We currently have two spots reserved for the September PTI class.

NEW BUSINESS

Sgt. Downey reported on his project looking into entry level processing and testing. He has concluded that by employing an outside agency we can receive and process applications as well as conduct entry-level testing for an amount of money less than what we spend now on Glen Ellyn police officer overtime. This would save the department a great deal in terms of personnel resources. From several companies, Sgt. Downey has identified two companies that operate in our area and can handle the entire process as

well as offer a second law-enforcement related test that might be used to break ties on the main test. It is hoped the Police Administration, within a few weeks, can identify a single company to handle the effort considering the upcoming timetable.

Chairman Meyers reviewed the following dates for moving forward:

Preliminary Interviews – June 10, 11, 12

Final Interviews – July 22 – 25

PTI Class Start Date – September 16

Chairman Meyers also discussed the desirability of testing annually. By melding successful candidates from consecutive annual tests into a single list, we will be hiring from the top of each group of applicants. The Commission is looking for a recommendation on when annual testing should be conducted in order to get ready for PTI class starting dates in January, May and September.

OTHER BUSINESS

The next scheduled meeting of the Board of Fire and Police Commissioners will be a Regular Meeting scheduled for 4:30 PM on Monday, June 24, 2019 at the Glen Ellyn Police Station.

ADJOURNMENT

Secretary Peters moved to adjourn the meeting at 5:48 PM. The motion carried unanimously.

Submitted by Commissioner Wes Peters, Secretary

**Board of Fire and Police Commissioners**

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 06/24/19 04:30 PM

Department: Board of Fire and Police Commissioners

Department Head: Jim Monson

Category: Minutes

Prepared By: Jim Monson

SCHEDULED

AGENDA ITEM (ID # 4010)

DOC ID: 4010

May 31, 2019 Special Meeting Minutes

ATTACHMENTS:

- BOPFC Minutes 5-31-2019 (PDF)

MINUTES

BOARD / COMMISSION: Fire and Police Commission

DATE: May 31, 2019

MEETING: Special

CALLED TO ORDER: 4:00 PM

QUORUM: Yes

ADJOURNED: 5:30 PM

ATTENDANCE:

MEMBERS: Chairman Jim Meyers
Secretary Wes Peters
Commissioner Andrea Kozak

ALSO PRESENT: Glen Ellyn Detectives Sergeant Jim Monson
Glen Ellyn Sergeant Andy Downey
Lori Taylor

CALL TO ORDER

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

OLD BUSINESS

Detective Monson provided an update on the officer who just started at PTI, as well as the two officers who just graduated from PTI and the two officers who were sworn in at the Village Board meeting last Tuesday following the completion of their probation period.

Sgt. Downey presented his report concerning recommendations for new Police Officer entry level written exams. It was mentioned that the recommendation has already been approved by both the Glen Ellyn Police Administration as well as Village of Glen Ellyn Administration. Prior to today's meeting, each member of the Board, as well as Lori Taylor, had received a copy of Sgt. Downey's report.

Following discussion, Commissioner Kozak moved that we use the Industrial/ Organizational Solutions (IOS) National Criminal Justice Officer Selection Inventory (NCJOSI) written test as the main test for officer candidates along with the Situational-Based Styles Assessment for Law Enforcement (SBSA-LEO) as a supplement test and that applicants be charged \$35. Yeas: Chairman Meyers, Secretary Peters, Commissioner Kozak. Nays: None.

June 10 and 11, 2019 were established as the first phase oral interview dates for 10 police officer candidates. Interviews will begin at 4 PM on both days.

OTHER BUSINESS

The next scheduled meeting of the Board of Fire and Police Commissioners will be a Special Meeting scheduled for 4:00 PM on Tuesday, June 4, 2019 at the Glen Ellyn Police Station.

ADJOURNMENT

Chairman Meyers moved to adjourn the meeting at 5:30 PM. The motion carried unanimously.

DRAFT

Attachment: BOFPC Minutes 5-31-2019 (4010 : BOFPC Special Meeting Minutes May 31, 2019)

Submitted by Commissioner Wes Peters, Secretary

**Board of Fire and Police Commissioners**

535 Duane Street
Glen Ellyn, IL 60137

Meeting: 06/24/19 04:30 PM

Department: Board of Fire and Police Commissioners

Department Head: Jim Monson

Category: Minutes

Prepared By: Jim Monson

SCHEDULED

AGENDA ITEM (ID # 4011)

DOC ID: 4011

June 4, 2019 Special Meeting Minutes

ATTACHMENTS:

- BOFPC Minutes 6-4-2019 (PDF)



Village of Glen Ellyn
Board of Fire and Police Commissioners
Special Meeting
Tuesday, June 4, 2019
4:00 PM
Police Department Community Room
65 S Park Blvd Glen Ellyn

3.C.1.a

Meeting Minutes

Board Member Attendance: Chairman Jim Meyers
Commissioner Andrea Kozak
Commissioner Lori Taylor

Others Present: Glen Ellyn Detective Sergeant Jim Monson
Assistant Village Manager Bill Holmer

Quorum: Yes

Call To Order:

Meeting was called to order at 4:10 pm by Chairman Meyers after quorum confirmed.

Minutes Approved: No minutes were available to approve. Will be presented at the next meeting.

Public Comment (Non Agenda Items)

No public comments

Discussion on police officer candidate interviews:

Chairmen Meyers reviewed the interview questions and there was discussion concerning changing questions at this time due to interviews scheduled for June 10 and 11. It was suggested that the board edit the interview questions after June 11 and start with the revised questions in August.

The board reviewed the interview process of pre-background interview screening, candidate criteria and possible use of two sets of questions if the board continues having two interviews. Commissioners asked that we include a NIPSTA Card question to the interview process if we do not assess our own POWER Test.

Discussion on the position of Secretary and appointment:

Motion: Commissioner Kozak moved that Commissioner Taylor be the board secretary. Yeas 3 ,
Nays 0 Motion carries.

Other Business:

Board is working to expediate the hiring process and find areas to improve efficiencies. The pros and cons of current testing location was reviewed, and it was determined a new location should be found. Next test will be held in August. Upcoming meeting dates discussed and confirmed. After discussion, minutes will be sent to board members, but corrections/amendments and approval will take place at the following meeting.

Adjournment: Chairmen Meyers adjourned meeting at 5:34pm.