

MINUTES

BOARD / COMMISSION: Fire and Police Commission

DATE: February 22, 2018

MEETING: Special

CALLED TO ORDER: 3:00 PM

QUORUM: Yes

ADJOURNED: 4:30 PM

ATTENDANCE:

MEMBERS: Chairman Meyers
Secretary Peters
Commissioner Steinbach

ALSO PRESENT: Glen Ellyn Police Sergeant Jean Harvey

CALL TO ORDER

The meeting was called to order at 3:00 PM in the Community Room of the Glen Ellyn Police Station by Chairman Meyers. A quorum was present

APPROVAL OF MINUTES

Member Steinbach moved that the minutes of February 12, 2018 be approved as printed. The motion carried.

OLD BUSINESS

Discussion was held regarding the Sergeant promotion process. An announcement of the upcoming process has not yet been made. An Assessment Center has been chosen to be involved in the promotion process. That center will provide the written test. They will also proctor the test and grade it. The Glen Ellyn Police Department administration will select the books that sergeant applicants will study prior to taking the written exam. The applicants will have 2-3 months to study the material in the books prior to taking the exam.

Consistent with the Commission's discussions regarding the promotion process at the time our rules were being revised (Fall 2016) the Commission will conduct its oral interviews with candidates after the written test score is known, as well as contributions to each candidate's score from seniority, job performance ratings, and departmental merit and efficiency points. These interviews will precede the assessment center evaluations of each candidate. This timing allows us to observe the assessment center evaluation process for each candidate without unduly biasing our oral interview scores. We understand we will be permitted to observe the assessment center process so that we can better decide whether to include an assessment center as part of the promotion process in the future.

Discussion was held regarding the lateral entry hiring process that has been initiated. Twenty applications for lateral transfer were submitted. Two of them were submitted after the deadline and Four of the applications were incomplete. Those 6 candidates will not be considered further. The applications of the remaining 14 candidates were reviewed by the Glen Ellyn Police Department. Background investigations on selected candidates will be undertaken by the Department including an assessment of their police training and experience during an interview at the police station conducted

by the background investigator and all other interested police personnel. The BFPC will schedule an in-depth oral interview with each remaining candidate after the background investigation is completed

NEW BUSINESS

Discussion was held regarding establishing a new eligibility list. The current list expires December 22, 2018. We are of the opinion that, given year-end conflicts, it would be best to conduct testing in September or October.

OTHER BUSINESS

The next scheduled meeting of the Board of Fire and Police Commissioners will be a Regular Meeting at 4 PM on March 12, 2018.

ADJOURNMENT

Secretary Peters moved to adjourn the meeting at 7:30 PM. The motion carried.

Submitted by Commissioner Wes Peters, Secretary