



VILLAGE OF WINNETKA

Board of Fire & Police Commissioners

SPECIAL VIRTUAL MEETING

Zoom

August 11, 2021

4:30 PM

AGENDA

In accordance with social distancing requirements and Governor Pritzker's Executive Order 2021-15, and Section 7(e) of the Illinois Open Meetings Act, the Winnetka Board of Fire and Police Commissioners meeting on Wednesday, August 11, 2021, will be held virtually. The meeting will be livestreamed via the Zoom platform. At least one representative from the Village will be present at Village Hall in compliance with Section 7(e) of the Illinois Open Meetings Act, and the virtual meeting will be simulcast at Village Hall for members of the public who do not wish to view the virtual meeting from another location. Pursuant to Executive Order 2021-15 issued by the Governor, the number of people who may gather at Village Hall for the meeting is limited due to the mandated social distancing guidelines. Accordingly, the opportunity to view the virtual meeting at Village Hall is available on a "first come, first-served" basis.

The public has two options for observing and participating in this virtual Board of Fire and Police Commissioners meeting including the ability to provide oral comments during the meeting. To facilitate an efficient meeting, public comments submitted in advance are encouraged.

- 1) Telephone (audio only): Call 312-626-6799, when prompted enter the Meeting ID – 95298651587 (Please note there is no additional password or attendee ID required.)
- 2) Livestream (both audio and video feed): Download the Zoom meetings app to your smartphone, tablet or computer and then join Meeting ID: 95298651587. Event Password: BFPC081121

Public comments should be emailed to lstorkman@winnetka.org. Public comments received by 4:15 PM on Wednesday, August 11 will be read at the appropriate time during the meeting. General comments for matters not on the agenda will be read at the beginning of the meeting under the Public Comment agenda item. Comments specific to a particular agenda item will be read during the discussion of that agenda item. The Village will attempt to have comments received after the meeting has started read at the end of the meeting. Public comment is limited to 200 words or less. Public comments should contain the following information:

- In the subject line – "BPFC Meeting Public Comment"
- Name
- Address (optional)
- Phone (optional)
- Organization or agency representing, if applicable
- General comment or comment on topic of specific agenda item number

All emails received will be acknowledged either during or after the meeting, depending on when they are received. If you do not have access to email, you may leave a message with your public comment at the Village Manager's office at 847-716-3506 or mail to the Village Manager's Office, Village of Winnetka, 510 Green Bay Road, Winnetka, IL 60093.

Posted 8/9/2021



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Board of Fire & Police Commissioners

SPECIAL VIRTUAL MEETING

Zoom

August 11, 2021

4:30 PM

AGENDA

- 1) Call to Order
- 2) Public Comment
- 3) Approval of Minutes:
 - a. July 19, 2021
 - b. July 21, 2021
- 4) New Business
- 5) Closed Session
- 6) Other Business:
 - a. Firemedic Conditional Offer of Employment
- 7) Adjournment

**VILLAGE OF WINNETKA
BOARD OF FIRE & POLICE COMMISSIONERS
MINUTES**

July 19, 2021
Approved: XXXXXX

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held in the Village Hall Council Chambers (510 Green Bay Road) on Monday, July 19, 2021, at 4:30 PM.

1) Call to Order.

Chairperson Benson called the Special Meeting to order at 4:44 PM.

Present: Chairperson Margaret (Meg) Benson, Commissioner Ed Woodbury, Police Chief Marc Hornstein, Administrative Services Manager Keri Kaup, and Benefits Coordinator Lizzy Storkman (Board Secretary).

Absent: Commissioner Wes Baumann

Also Present: None.

2) Public Comment and Questions. None.

3) Approval of Minutes.

Chairperson Benson moved to approve the minutes of the June 23, 2021, Board of Fire and Police Commissioners meetings as presented. The motion was seconded by Commissioner Woodbury. The motion carried 2-0.

4) New Business.

a) Review of Administrative Rules and Regulations

Secretary Storkman shared that Chapters 5 and 11 of the Board of Fire and Police Commissioners Rules and Regulations outline the elements and procedures for the Village's patrol officer and firemedic recruitments. With the last update to the Rules in 2018, the practice was implemented that following the candidate's oral exam/interview with the Commissioners, the Board would approve candidates to move forward in the recruitment process to complete background and polygraph testing. Following those examinations, the Board would reconvene during a special meeting to review those results and then move to approve a conditional offer of employment for a candidate, which would be subject to the successful completion of medical exams including the psychological assessment and pre-employment physical. Staff estimates that this two-phase approach adds approximately three weeks to the recruitment process and may have contributed to the Village losing candidates to other municipalities.

Prior to the 2018, the Board would approve a conditional offer prior of employment following the candidate's oral exam and the Village would coordinate all four evaluations post-interview. Due to increased staffing needs, competition among other police and fire departments, and the frequency of current BFPC meetings, staff proposed that the Board revert to this prior practice of the Board approving a conditional offer of employment

post-interview to expedite our recruitment efforts. Secretary Storkman noted that this is simply an administrative change and complies with the current rules. The elements of both the patrol officer and firemedic processes remain the same and in their current order. Following a candidate's conditional offer of employment, staff would keep the Board apprised of a candidate's status and should staff determine that a conditional offer should be rescinded would notify the Board of its determination. The Commissioners agreed with this change in practice effective immediately.

5) Closed Session.

Chairperson Benson moved to adjourn to closed session pursuant to Section 2(c)1 of the Open Meetings Act to conduct interviews for the position of patrol officer and discuss personnel and employment. The motion was seconded by Commissioner Woodbury. The motion carried 2-0.

The Board adjourned to closed session at 4:49 PM.

The Board returned from closed session at 6:16 PM.

6) Other Business.

a) Patrol Officer Conditional Offers of Employment

Chairperson Benson moved to extend a conditional offer of employment to candidate Cole Templin (#62) for the position of patrol officer, subject to the successful completion of post-offer examinations and procedures, and to authorize the Chairperson to sign the Certificate of Appointment should the candidate accept the offer and successfully complete the post-offer examinations. The motion was seconded by Commissioner Woodbury. The motion carried 2-0.

b) Removal of Candidate from the Patrol Officer Recruitment Process

Chairperson Benson moved to remove candidates Jeidy Flores, Peter Van Daal, Edgar Beltran, Dwight Davis, and Matthew Roland, Jr. from the patrol officer recruitment process. The motion was seconded by Commissioner Woodbury. The motion carried 2-0.

7) Adjournment.

Chairperson Benson moved to adjourn the Special Meeting. Commissioner Woodbury seconded the motion. The motion carried 2-0. The meeting adjourned at 6:17 PM.

Respectfully submitted,

Secretary, Board of Fire & Police Commissioners

**VILLAGE OF WINNETKA
BOARD OF FIRE & POLICE COMMISSIONERS
MINUTES**

July 21, 2021
Approved: XXXXXX

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held in the Village Hall Council Chambers (510 Green Bay Road) on Wednesday, July 21, 2021, at 4:30 PM.

1) Call to Order.

Chairperson Benson called the Special Meeting to order at 4:40 PM.

Present: Chairperson Margaret (Meg) Benson, Commissioner Wes Baumann, Commissioner Ed Woodbury, Fire Chief John Ripka, Interim Deputy Fire Chief Tom Hutchison, and Benefits Coordinator Lizzy Storkman (Board Secretary).

Absent: None.

Also Present: None.

2) Public Comment and Questions. None.

3) Approval of Minutes. None.

4) New Business. None.

5) Closed Session.

Commissioner Baumann moved to adjourn to closed session pursuant to Section 2(c)1 of the Open Meetings Act to conduct interviews for the position of firemedic and discuss personnel and employment. The motion was seconded by Chairperson Benson. The motion carried 3-0.

The Board adjourned to closed session at 4:41 PM.

The Board returned from closed session at 6:10 PM.

6) Other Business.

a) Firemedic Conditional Offers of Employment

Chairperson Benson moved to extend conditional offers of employment to candidates Adam Hoeflich (#17) and Griffin Gratz (#50) for the position of firemedic, subject to the successful completion of post-offer examinations and procedures, and to authorize the Chairperson to sign the Certificates of Appointment should the candidates accept their offer and successfully complete the post-offer examinations. The motion was seconded by Commissioner Woodbury. The motion carried 3-0.

b) Removal of Candidate from the Firemedic Recruitment Process

Chairperson Benson moved to remove candidate Edwin Knoblock from the firemedic recruitment process. The motion was seconded by Commissioner Woodbury. The motion carried 3-0.

c) Future Meeting Dates

The Commissioners shared their availability with staff for future meeting dates the week of August 9 to hold additional interviews for firemedic candidates. The next board meeting is tentatively set for Wednesday, August 11.

7) Adjournment.

Chairperson Benson moved to adjourn the Special Meeting. Commissioner Woodbury seconded the motion. The motion carried 3-0. The meeting adjourned at 6:14 PM.

Respectfully submitted,

Secretary, Board of Fire & Police Commissioners