



Village of Winnetka

Board of Fire & Police Commissioners Meeting

July 27, 2022 at 5:30 PM
Zoom

AGENDA

- 1. Call to Order**
 - a. Virtual Meeting Instructions
- 2. Public Comments**
- 3. Approval of Minutes**
 - a. July 6, 2022
 - b. July 20, 2022
- 4. Closed Session**
- 5. New Business**
- 6. Other Business**
 - a. Patrol Officer Conditional Offer of Employment
- 7. Adjournment**



VILLAGE OF WINNETKA

Board of Fire & Police Commissioners

REGULAR VIRTUAL MEETING

Zoom
July 27, 2022
5:30 PM

AGENDA

In accordance with social distancing requirements and Governor Pritzker's Executive Order 2022-07, and Section 7(e) of the Illinois Open Meetings Act, the Winnetka Board of Fire and Police Commissioners meeting on Wednesday, July 27, 2022, 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. Due to the need to maintain social distancing, 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 – 89009452016. (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: 89009452016. Event Password: BFPC072722

Public comments should be emailed to kkazenas@winnetka.org. Public comments received by 4:00 PM on Wednesday, July 27 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 – "BFPC 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.

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

July 6, 2022

Approved: _____

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held virtually on the Zoom videoconference platform on Wednesday, July 6, 2022 at 4:30 PM.

1) Call to Order.

Chairperson Benson called the Special Meeting to order at 4:45 PM. Acting Secretary Kazenas called the roll. Present: Chairperson Margaret (Meg) Benson, Commissioner Ed Woodbury, Commissioner Wes Baumann, and Assistant Village Manager Kristin Kazenas (Acting Board Secretary).

Absent: None.

Also Present: None.

2) Public Comment and Questions. None.

3) Approval of Minutes.

Commissioner Baumann moved to approve the minutes of the April 21, 2022 Board of Fire and Police Commissioners meetings as presented. The motion was seconded by Commissioner Woodbury. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None.

4) New Business.

a) 2022 Patrol Officer Eligibility List Approval

Acting Secretary Kazenas updated the Board that there were 14 candidates on the final eligibility list for patrol officer. This list will be valid for two years and expire on July 7, 2024.

Commissioner Baumann moved to approve the 2022 Patrol Officer Eligibility List. The motion was seconded by Commissioner Woodbury. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None.

b) Police Sergeant Promotional Process – Call for Examination

Acting Secretary Kazenas explained that the current police sergeant promotional list has been fully exhausted. Staff has begun planning for the next promotional process, which consists of a written exam, assessment center or oral exam, a merit and efficiency rating, and a seniority score. Staff proposes utilizing the same outside vendors, I/O Solutions and Personnel Strategies, that were utilized in the 2021 process and following a similar timeline of announcing the process in July and holding the written exam and assessment centers in October following a 90-day study period.

Commissioner Woodbury moved to enter the call for examination for the 2022 police sergeant promotional process into the Board's minutes, noting the process will begin in July with examinations to take place in October to establish a new sergeant eligibility list which will be valid for three years. The motion was seconded by Commissioner Baumann. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None.

c) 2022 Fire medic Eligibility List Approval

Acting Secretary Kazenas reported that there had been a delay in the receipt of the final firemedic eligibility list from the testing vendor. Commissioner Woodbury moved to table the discussion of this item to the next meeting. Commissioner Bauman seconded the motion. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None.

5) Closed Session. None

6) Other Business. None

7) Adjournment.

Commissioner Woodbury moved to adjourn the Special Meeting. Commissioner Baumann seconded the motion. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None. The meeting adjourned at 4:53 PM.

Respectfully submitted,

Secretary, Board of Fire & Police Commissioners

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

July 20, 2022

Approved: _____

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held virtually on the Zoom videoconference platform on Wednesday, July 20, 2022 at 4:30 PM.

1) Call to Order.

Chairperson Benson called the Special Meeting to order at 4:35 PM. Acting Secretary Kazenas called the roll. Present: Chairperson Margaret (Meg) Benson, Commissioner Ed Woodbury, Commissioner Wes Baumann, and Assistant Village Manager Kristin Kazenas (Acting Board Secretary).

Absent: None.

Also Present: None.

2) Public Comment and Questions. None.

3) Closed Session. None

4) New Business.

a) 2022 Firemedic Eligibility List Approval

Acting Secretary Kazenas updated the Board that there were 46 candidates on the final eligibility list for firemedic. This list will be valid for two years and expire on July 21, 2024.

Commissioner Baumann moved to approve the 2022 Firemedic Eligibility List. The motion was seconded by Commissioner Woodbury. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None.

b) Future Meeting Schedule

There was discussion regarding the need to schedule several future meetings for the purpose of conducting Board of Fire and Police Commissioner interviews of Patrol Officers and Firemedics from the newly approved eligibility lists. Interviews will tentatively be scheduled on July 27, July 28, and August 3.

5) Adjournment.

Commissioner Woodbury moved to adjourn the Special Meeting. Commissioner Baumann seconded the motion. By roll call vote, the motion carried. Ayes: Chairperson Benson, Commissioner Baumann, and Commissioner Woodbury. Nays: None. Absent: None. The meeting adjourned at 4:41 PM.

Respectfully submitted,

Secretary, Board of Fire & Police Commissioners