

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

July 19, 2021

Approved: August 11, 2021

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