



**VILLAGE OF LAKE ZURICH**  
**Board Of Fire & Police Commissioners**  
200 Mohawk Trail  
Lake Zurich, IL 60047

The regular meeting was held on December 21, 2011 at 5:00 p.m. in the Conference Room at the Lake Zurich Police Department.

**CALL TO ORDER:**

The meeting was called to order at 5:10 p.m. The following members were present:  
Commissioner Chairman Grooms; Commissioner Reck; Police Deputy Chief Finlon; Fire Chief Wheelock; Office Manager Chessler and Office Manager Kauffman.

**ABSENT:**

Police Chief Finlon  
Commissioner Kelly

**OTHERS PRESENT:**

None

**APPROVAL OF MINUTES:**

Commissioner Reck motioned to approve the minutes of November 16, 2011, seconded by Commissioner Grooms. All ayes. Motion approved by voice vote.

**COMMUNICATIONS:**

None

**PENDING BUSINESS:**

**Fire:**

Chief Wheelock reported that new firefighter/paramedic candidate Justin Brooks has successfully completed the background investigation, polygraph and psych evaluation. The next step is the conditional offer of employment and the physical exam. Chief Wheelock is awaiting final approval of the position from Village administration to make the conditional offer of employment.

Chief Wheelock reported that the Rules and Regulations changes for the Fire Department will be on the agenda in January 2012 for discussion. The "model set" of rules are being reviewed now. There will be a list of "must do" rules changes and a list of "optional" rules changes. Chief Wheelock said he would mail out the rules to the Commissioners the week of January 10, 2012.

Chief Wheelock reported on the preliminary budget numbers for next year for conducting the entry level and promotion tests for the department. The numbers are consistent with the last budget and will probably be between \$16,000 to \$20,000 total for entry level and both levels of the promotion exam.

**Police:**

Deputy Chief Finlon added that the police department will also have their rules for the January meeting. He will send them out prior to the meeting.



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**NEW BUSINESS:**

**Fire:**

Chief Wheelock discussed that he is currently going through the existing list of new firefighter candidates and contacting them to inquire if they are still interested in a position in Lake Zurich. Chief Wheelock said he is currently at candidate number 15 of 18 on the list. Chief Wheelock asked the Commissioners for permission to continue to proceed as needed to have the next candidate available to continue moving through the hiring process.

Motion by Commissioner Reck authorizing the Fire Chief to continue to move through the hiring process by entering the next candidate into the background check. Motion seconded by Commissioner Grooms. All ayes. Motion approved.

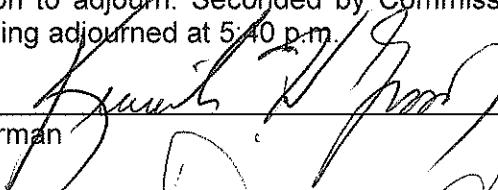
**Police:**

Deputy Chief Finlon explained there have been a couple disciplines handed out. A one suspension was given to a Sergeant for damage to a squad car; one of the officers was given a one day suspension for violating the smoking policy. He is appealing the discipline with the Fire & Police Commission. Response to him is needed within 30 days. Deputy Chief went on to explain the police department has rules that prohibit smoking on a duty day or in uniform. The Village manual prohibits smoking except on lunch break. The officer was at lunch on a training day smoking in front of three supervisors.

Commissioner Grooms advised to respond to the officer with a hearing date of Tuesday, January 17, 2012 at 6:00 p.m.

**ADJOURNMENT:**

There being no more business to come before the Board, Commissioner Grooms made a motion to adjourn. Seconded by Commissioner Reck. All ayes. Motion carried by voice vote. Meeting adjourned at 5:40 p.m.

  
\_\_\_\_\_  
Chairman

1-17-12  
\_\_\_\_\_  
Date

Submitted by:   
\_\_\_\_\_  
Recording Secretary