



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

MEETING MINUTES

The regularly scheduled meeting of the Board of Fire and Police Commission was held on May 20, 2014 at 5 pm at the Lake Zurich Police Department, 200 Mohawk Trail, Lake Zurich, Illinois.

Call to Order:

The meeting was called to order at 5:02 pm by Commissioner Grooms. The following members were present: Commissioner Grooms; Commissioner Hilt; Fire Chief Wheelock; and Office Manager Kauffman. Others present included Deputy Police Chief Kevin Finlon and Fire Department Division Chief John Kelly.

Absent:

Commissioner Kelly; Chief Husak; Office Manager Chesser

Approval of Minutes:

Commissioner Hilt motioned to approve the minutes of the April 15, 2014 meeting as amended by Deputy Police Chief Finlon, seconded by Commissioner Grooms. All ayes. Motion was approved by voice vote.

Communications:

Discipline notice was provided to Commissioners by Chief Wheelock for informational notification. There was discussion of the discipline action and length of time that a discipline action remains in a personnel file.

Pending Business

Fire:

Chief Wheelock announced that the last position has now been filled at the department and the newest firefighter/paramedic is scheduled to begin on June 2, 2014. This new firefighter/paramedic will participate in a three week academy. The date for his swearing in at the Village Board meeting has not yet been determined but will likely be in July. The department is now fully staffed.

Chief Wheelock provided a draft copy to each Commissioner of the proposed changes to the Fire and Police Commission Rules and Regulations. The changes pertain to Chapter IVF, Section 4.1F, Paragraph C and F. This is on page 17 of the Rules and Regulations. There was discussion on the changes to scoring the written test. There was discussion also about publishing and posting the amended Rules and Regulations.

Motion by Commissioner Hilt, seconded by Commissioner Grooms, to amend the Rules and Regulations in Chapter IVF, Section 4.1F, Paragraph C and F as proposed. All ayes. Motion passes.

The amended Rules and Regulations will be published on May 21, 2014.

Chief Wheelock also reviewed changes to the application for testing for firefighter/paramedic. As previously discussed, applicants must be an EMT-P at time of hire as opposed to at time of application. The new firefighter/paramedic test is scheduled for June 23 at 5:30 pm at the Elia Library. Commissioners Kelly and Hilt have confirmed availability for orientation session. The



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notice that applications are now available will be published on May 21, 2014 on the Village Website, the Blue Line and also emailed to all Illinois Fire Departments.

Police:

Deputy Chief Finlon reported that the written promotional test was given on May 10th. There were seven members that took the test. There were two challenges to questions on the test, but after review by the Staff and Stanard, it was determined that both questions will stand. The Assessment Center is scheduled for May 28th. The Oral Interviews are June 24th and there was discussion of whether Chief Husak would sit in on these interviews. Deputy Chief Finlon said the interview questions will be updated.

New Business

Election of Officers for the 2014 to 2015 Year

Motion by Commissioner Grooms, seconded by Commissioner Hilt to appoint Commissioner Kelly as Chairman for the 2014 to 2015 year. All ayes. Motion passed.

Motion by Commissioner Hilt, seconded by Commissioner Grooms to appoint Commissioner Grooms as Secretary for the 2014 to 2015 year. All ayes. Motion passed.

Fire:

None

Police:

None

Adjournment:


There being no further business to come before the Board, Commissioner Hilt made a motion to adjourn and it was seconded by Commissioner Grooms. All ayes. Motion carried by voice vote. Meeting adjourned at 5:32 pm.



Commissioner

Submitted by: 

Recording Secretary



Date