



At the Heart of Community

THE BOARD OF FIRE AND POLICE COMMISSION

200 Mohawk Trail
Lake Zurich, Illinois 60047

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MEETING MINUTES

A regular meeting of the Lake Zurich Board of Fire and Police Commissioners was held on September 21, 2021 at 5:30 p.m. at the Lake Zurich Police Department at 200 Mohawk Trail in Lake Zurich, Illinois.

I Call to Order

The meeting was called to order at 5:32 p.m. by Commissioner Hilt.

Roll call shows the following commissioners were present: Commissioner Hilt and Commissioner Kelly. Commissioner Bush was absent and excused.

Also present: Police Chief Husak and Fire Chief Pilgard

II Public Comment

None

III Approval of Minutes

Commissioner Kelly made a motion to approve the minutes of the August 17, 2021 meeting as presented, seconded by Commissioner Hilt and passed on a voice vote.

IV Communications

Ms. Steiner notified the commissioners that registration for the fall 2021 Illinois Fire and Police Commissioners Association seminar has been posted. Commissioner Kelly indicated that he would be attending the general session.

V. Pending Business

Fire Department Update

- Chief Pilgard advised the commissioners that Management Assistant Sprow had her baby and will be out of the office for an extended period. Village Intern Reiss will be assisting the FD on a part time basis in her stead.
- Fire Prevention Clerk Higgins has taken a permit coordinator position with the Village's Building and Zoning Department. The vacancy will be addressed as part of a larger reorganization plan that Chief Pilgard is working on.
- The latest LZFD / IAFF collective bargaining agreement appears to be nearing approval by the membership.
- Chief Pilgard briefed the commissioners about an ongoing internal investigation involving a Fire Department lieutenant.

Police Department Update

- Chief Husak provided commission members with an update on extended time off by staff for maternity leave along with staff working temporary light duty assignments due to injury.
- A new telecommunicator started with the Department on September 20.
- Recruit Scarry is doing well in the police academy and has been selected as a squad leader.
- Officer Heer has been selected as a traffic officer, beginning in 2022.

VI New Business

Fire

Review & update current firefighter candidate list and review of candidate backgrounds

Fire Chief Pilgard shared background investigations for numerous firefighter/paramedic candidates. The board discussed the results of the background reports.

The commissioners discussed the background investigations and pre-employment examinations of firefighter/paramedic candidates Danielle Giegoldt and Daniel Frano. There was a motion by Commissioner Hilt, seconded by Commissioner Kelly, to offer final offers of employment to candidates Giegoldt and Frano. On a voice vote, there were all ayes and the motion passed.

Commission members discussed their concerns with the background investigation of Bryon Seng. There was a motion by Commissioner Kelly, seconded by Commissioner Hilt, to disqualify firefighter/paramedic candidate Seng from further consideration. On a voice vote, there were all ayes and the motion passed.

The commissioners discussed the background investigation of firefighter/paramedic candidate Anthony Kinsley. There was a motion by Commissioner Kelly, seconded by Commissioner Hilt, to offer candidate Kinsley a conditional offer of employment contingent on passing a background investigation, psychological examination, pre-employment physical, and drug screening. On a voice vote, there were all ayes and the motion passed.

Fire Department personnel attempted to arrange an interview with firefighter/paramedic candidate Naim Herrera, but he never responded. There was a motion by Commissioner Kelly, seconded by Commissioner Hilt to remove candidate Herrera from consideration based on a lack of interest. On a voice vote, there were all ayes and the motion passed.

COVID vaccination requirements by the Village of Lake Zurich

Chief Pilgard advised the commissioners that the Village is requiring COVID-19 vaccinations for all new hires.

New hire testing

There is one firefighter/paramedic candidate left on the current eligibility list that expires in November, 2022. Fire Department personnel will stay in contact with this candidate. If he gets hired elsewhere or takes his name off the list, a new testing process will commence.

2022 promotional testing

Chief Pilgard shared a quote for promotional testing with commission members. The 2022 budget will include funding for the testing processes. Chief Pilgard and the commissioners discussed options for including a writing exercise in the application or testing process.

Police

Review of candidate backgrounds

Chief Husak reviewed the background and polygraph results of police officer candidate Daniel Yousif. Commission members discussed their concerns with the results. There was a motion by Commissioner Kelly, seconded by Commissioner Hilt, to disqualify police officer candidate Daniel Yousif from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

Chief Husak reviewed the background and polygraph results of police officer candidate Laura Larsen. Commission members discussed their concerns with the results. There was a motion by Commissioner Kelly, seconded by Commissioner Hilt, to disqualify police officer candidate Laura Larsen from further consideration and remove her from the eligibility list. On a voice vote, there were all ayes and the motion passed.

VII Adjournment

There being no further business to come before the Board, Commissioner Hilt made a motion to adjourn, seconded by Commissioner Kelly and passed on a voice vote.

Meeting adjourned at 6:41 p.m.

Michael Hilt
Commissioner

10/19/21
Date

Submitted by: A. Hall
Recording Secretary