



At the Heart of Community

MEETING MINUTES

A scheduled meeting of the Board of Fire and Police Commissioners was held on July 19, 2022 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, Commissioner Bush, and Commissioner Kelly.

Also present: Police Chief Husak. Fire Chief Pilgard joined the meeting at 6:10 p.m.

II Public Comment

None

III Approval of Minutes

Commissioner Kelly made a motion to approve the minutes of the June 21, 2022 meeting as presented, seconded by Commissioner Bush and passed on a voice vote.

IV Police Lateral Interview

The Board of Fire and Police Commissioners interviewed one lateral entry police officer candidate.

V Unfinished Business

None

VI New Business

Fire

A. Fire Department update

- a. Chief Pilgard advised the board that the probationary members are progressing well through their training.
- b. One paramedic has returned to duty after renewing his certification after it had lapsed.
- c. FF/PM candidates that had received conditional offers of employment last month are working on obtaining needed certifications by August 15, as required.
- d. Chief Pilgard briefed the board about current members who are out with injuries along with potential staffing challenges based on retirements that could occur in 2023.

- e. Chief Pilgare advised that I/O Solutions has received 13 FF/PM candidate applications. The deadline is August 10. Commissioners discussed the potential to reduce testing requirements, such as paramedic certification, as a way to attract candidates.
- B. Remote written exam request
 - a. Chief Pilgare advised the board that a candidate has inquired about the ability to take the written exam remotely. I/O Solutions advised that they can accommodate this at an additional cost. The Commissioners advised that they would only approve such a request for a legitimate reason (e.g. military deployment) and not for convenience. Chief Pilgare advised that the candidate has not submitted his information packet yet. He will note the board's desire if the candidate applies.

Police

- A. Department update
 - a. Chief Husak advised that probationary officer Marra is progressing well in field training. Chief Husak shared updates on Lake County dispatch consolidation and staffing challenges we are facing locally.
- B. Candidate background review
 - a. Following the interview of lateral entry police officer candidate Scott Krawiec, there was a motion by Commissioner Bush, seconded by Commissioner Kelly, to offer a conditional offer of employment contingent on him passing a background investigation, psychological examination, employment physical, and drug screening. On a voice vote, there were all ayes and the motion passed.
- C. Review of current police officer eligibility list
 - a. Chief Husak advised the board that staff is going through the current eligibility list and inquiring with candidates if they have interest in a police officer position with the department. Thus far, only a few candidates have expressed interest. Background interviews will be initiated.
- D. Police officer candidate testing
 - a. If the current eligibility list is depleted prior to the December 15, 2022 expiration date, a new testing cycle will be initiated.
- E. Rules & Regulations
 - a. The Commissioners confirmed that the police officer lateral entry section of Lake Zurich Board of Fire and Police Commissioners rules and regulations follow the applicable Illinois statutes.

VII Executive session

Not needed

VIII Adjournment

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

Meeting adjourned at 6:52 p.m.

Michael Hilt
Commissioner

8-16-22
Date

Submitted by: AH
Recording Secretary