



At the Heart of Community

BOARD OF FIRE AND POLICE COMMISSIONERS

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 November 21, 2023 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 5:30 p.m. by Commissioner Hilt.

Roll call showed the following commissioners were present: Commissioner Hilt, Commissioner Bush, and Commissioner Kelly.

Also present: Police Chief Husak, Fire Chief Pilgard, and Deputy Fire Chief Christopherson

II Public Comment

None

III Approval of Minutes

Commissioner Bush made a motion to approve the minutes of the October 25, 2023 meeting as presented, seconded by Commissioner Kelly and passed on a voice vote.

IV Communications

A. Fall Conference

- a. Commissioner Kelly provided copies of conference material. Commissioner Kelly also advised that he is being appointed as the attorney for the Illinois Fire and Police Commissioners Association.

B. IL Archivist correspondence

- a. Chief Pilgard shared that the fire department has submitted a FOIA request for documentation of previously issued destruction orders approved by the state.

V. Unfinished Business

A. Psychological assessment vendor

- a. The commission reviewed previous police candidate reports from Dr. Alan F. Friedman, Ph.D. While all members agreed that the reports are very thorough, there is a desire to obtain written addendums from Dr. Friedman when further explanation is needed. Chief Husak will request these when needed prior to submitting the reports to the commissioners.
- b. The fire department will investigate the possibility of utilizing Dr. Friedman for fire psychological exams in the future.

VI. New Business **Fire**

- A. Department Update
 - a. Chief Pilgard advised the board that the village's 2024 budget workshop was held on November 18, 2023. Nothing significant was discussed relating to both fire and police departments.
- B. Personnel Update
 - a. Chief Pilgard advised the board that the probationary members of the department are progressing well and are on track to successfully complete their training programs.
 - b. Chief Pilgard briefed the board about current members who are out with injuries.
- C. Firefighter/Paramedic 2024 candidate testing
 - a. Chief Pilgard reviewed the most recent (October 2023) firefighter/paramedic eligibility list with the board.
 - b. Commissioner Kelly made a motion to remove candidate Timothy Broderic from the eligibility list based on the inability to contact him on numerous occasions. The motion was seconded by Commissioner Bush. Motion passed on a voice vote.
 - c. Chief Pilgard advised the commissioners that the October 2023 list is now exhausted. The commissioners recommended that fire department staff begin advertising for a new testing process.

Police

- A. Department Update
 - a. Chief Husak briefed the board about staffing vacancies, potential retirements, and officers out on injury.
- B. Police officer testing update
 - a. Chief Husak briefed the board about the current police officer testing process. There are 21 applicants in the queue. The application deadline is December 15, 2023. The commissioners recommended scheduling police officer candidate interviews on January 25, 2024 beginning at 5:00 p.m.
- C. Review of police officer candidate backgrounds
 - a. Chief Husak reviewed the background investigation and polygraph results of police officer candidate Jalen Robinson-Massey. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to disqualify police officer candidate Robinson-Massey from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

VII Firefighter/Paramedic candidate interviews

- A. The Board of Fire and Police Commissioners interviewed firefighter/paramedic candidates. Deputy Fire Chief Christopherson moderated the interviews.
- B. Commissioner Bush made a motion to remove candidate Tyree Thomas from the eligibility list for his failure to complete the interview portion of the testing process. The motion was seconded by Commissioner Hilt. Motion passed on a voice vote.

VIII Adjournment

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

Meeting adjourned at 7:08 p.m.

Michael Hilt
Commissioner

1/16/24
Date

Submitted by: [Signature]
Recording Secretary