



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 January 21, 2025 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 5:33 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 and Deputy Fire Chief Christopherson

II Public Comment

None

III Approval of Minutes

Commissioner Kelly made a motion to approve the minutes of the December 18, 2024 meeting as presented, seconded by Commissioner Bush and passed on a voice vote.

IV Communications

None

V. New Business

Police

A. Police officer candidate background review

- a. Chief Husak reviewed the background investigation and polygraph results of lateral police officer candidate Joseph Fernandez. Board members discussed the results.

B. Lateral candidate interview

- a. The Board of Fire and Police Commissioners interviewed lateral police officer candidate Fernandez. Chief Husak moderated the candidate interview.

Following the interview there was a motion by Commissioner Hilt, seconded by Commissioner Bush to offer a conditional offer of employment to Joseph Fernandez, contingent on him passing a psychological examination, employment physical, and drug screening. On a voice vote there were all ayes and the motion passed.

C. Department update

- a. Chief Husak briefed the board about current staffing including the three newest officers in field training and two officers out with injuries.
- b. Lateral police candidate Matt Willis has declined his offer of employment.
- c. The department will be short two sworn positions as of January 25, 2025.
- d. Staff will contact the three remaining candidates on the current eligibility list to gauge their interest and begin background investigations as needed.
- e. Commissioners agreed to swear in Sergeant Ryan Butler on January 27, 2025 at fire station #1 in conjunction with fire promotions (see below).

Fire

A. Department update

- a. The collective bargaining agreement with IAFF local 3191 has been ratified and should be approved by the Village Board on January 21.

B. Personnel update

- a. Deputy Chief Christopherson briefed the board about one department member who is out with an injury.
- b. Deputy Chief Christopherson briefed the board about the status of the probationary firefighter/paramedics.

C. Captain promotion request

- a. There was a motion by Commissioner Bush, seconded by Commissioner Kelly to approve the promotion of Clayton Booth to the rank of captain. He is the highest-ranking applicant on the register of eligibles for that rank who, in the opinion of a majority of the board, may be best suited to and qualified for the position to be filled. On a voice vote there were all ayes and the motion passed.

Commissioners agreed to swear Captain Booth in on January 27, 2025 at fire station #1. Public recognition is being planned for the February 3, 2025 Village Board meeting.

D. Lieutenant promotion request

- a. There was a motion by Commissioner Kelly, seconded by Commissioner Bush to approve the promotion of Jason Krause to the rank of lieutenant. He is the highest-ranking applicant on the register of eligibles for that rank who, in the opinion of a majority of the board, may be best suited to and qualified for the position to be filled. On a voice vote there were all ayes and the motion passed.

Commissioners agreed to swear Lieutenant Krause in on January 27, 2025 at fire station #1. Public recognition is being planned for the February 3, 2025 Village Board meeting.

E. Review and approval of promotional list

- a. The current lieutenant eligibility list will expire in March, 2025. Testing is nearly complete and fire department staff will bring forth a new list for approval at a future meeting.

F. Review of firefighter/paramedic background reports

- a. Deputy Chief Christopherson reviewed the background investigation and polygraph results of firefighter/paramedic candidate Daniel Sutton. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to offer a conditional offer of employment to candidate Sutton, contingent on him passing a psychological examination, employment physical, and drug screening. On a voice vote there were all ayes and the motion passed.

- b. Deputy Chief Christopherson reviewed the background investigation and polygraph results of firefighter/paramedic candidate Robert Rink. Board members discussed the results.

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

- c. Deputy Chief Christopherson reviewed the background investigation and polygraph results of firefighter/paramedic candidate Seth Nowak. Board members discussed the results.

There was a motion by Commissioner Bush, seconded by Commissioner Kelly, to offer a conditional offer of employment to candidate Nowak, contingent on him passing a psychological examination, employment physical, and drug screening. On a voice vote there were all ayes and the motion passed.

G. FF/PM eligibility list update

- a. Deputy Chief Christopherson advised the board that the two remaining candidates on the current eligibility list have not completed paramedic training and are ineligible to continue in the hiring process.

H. FF/PM candidate testing through NTN

- a. The department will begin setting up a new entry level testing process through National Testing Network in the coming weeks.

VI. Unfinished Business

Conference Recap - Testing requirements, records retention, and FOIA

Tabled until future meeting.

VII. Executive Session

Not needed

VII Adjournment

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

Meeting adjourned at 6:56 p.m.

Michael Hilt
Commissioner

2-18-25
Date

Submitted by: AH
Recording Secretary