

Minutes of the meeting of the Fire and Police Commission held Wednesday, May 2, 2012 at 7:30 a.m. in the City Hall conference room.

Present at the meeting: Commissioners Dennis Short, Mike Franks, Frank Mackaman

Also present: Police Chief Greg Nelson, Fire Chief Kurt Nelson, Deputy Chief Brian Cox.

Commissioner Short called the meeting to order at 7:35 a.m.

A motion was made by Commissioner Mackaman to approve the April 11, 2012 meeting minutes and the April 23, 2012 special meeting minutes. Commissioner Franks seconded the motion. All in favor.

A motion was made by Commissioner Mackaman to approve the meeting agenda. Commissioner Franks seconded the motion. All in favor.

Departmental Reports:

1. FD – Probationary Reports

Fire Chief Nelson reported that they are both doing well.

Commissioner Franks motioned to receive and file these reports. The motion was seconded by Commissioner Mackaman. All in favor.

2. PD – Probationary Reports

Police Chief Nelson reported that 5128, 5129 and 5130 are all doing well.

Commissioner Franks motioned to receive and file this report. The motion was seconded by Commissioner Mackaman. All in favor.

3. FD – Retirement Notice

Commissioner Mackaman motioned to receive and file the retirement notice for 5646. It was noted that the retirement is effective May 28, 2012. The motion was seconded by Commissioner Franks. All in favor.

4. PD – PM 2012-07

Commissioner Mackaman made a motion to receive and file this document. The motion was seconded by Commissioner Franks. All in favor.

5. PD – Request to Hire

Commissioner Mackaman made a motion to receive and file this letter. The motion was seconded by Commissioner Franks. All in favor.

6. PD – Promotion Acceptance Letters

Commissioner Mackaman made a motion to receive and file these letters. The motion was seconded by Commissioner Franks. All in favor.

Bills:

1. PD – I/O Solutions – Consulting - \$4,225.00
2. PD – I/O Solutions – Assessment Center - \$3,350.00
3. PD – Terrence G. McCann & Assoc. – 2 Polygraphs - \$300.00

Commissioner Mackaman made a motion to accept and file these bills. The motion was seconded by Commissioner Franks. All in favor.

Old Business:

Open Meetings Act

There was no discussion of this item at this meeting.

Hiring Update

Police Chief Nelson reported that there are five positions to fill in the department. At the present time one lateral applicant and one original appointment applicant have been given conditional offers. The only part of the background left for them to do is the psychological evaluation. There are also two lateral candidates that are at the polygraph stage of the background process at this time. Police Chief Nelson asked for the commission's approval to offer these candidates conditional offers if they pass the polygraph exams. Commissioner Mackaman made a motion to extend conditional offers to these candidates as long as they pass the polygraph exam portion of the background process. Commissioner Franks seconded the motion. All in favor.

Fire Chief Nelson reported that the new hire for the fire department will be sworn in on May 7, 2012.

New Business

PD – Sgt. Promotion Testing Results

Commissioner Mackaman made a motion to approve the preliminary eligibility list for the promotion to sergeant and to issue the final eligibility list after ten days have elapsed and the points have been adjusted for any military credit requested by any of the candidates on the list. The motion was seconded by Commissioner Franks. All in favor.

Police Chief Nelson gave a review of the assessment center and details of each scenario that the candidates experienced. He received good feedback about the candidates from the assessors. He further explained the contents of the results that were given to each of the candidates regarding their performance during the assessment center. He asked for consideration for giving the written exam and assessment center equal weight during the next round of testing which would be in 2015. This would also have to be a part of the next contract negotiations. This will be an agenda item for the next meeting.

PD – Original Appointment Application Process Update

The application acceptance time frame closed on May 1, 2012. At this point there are 46 candidates with a majority of them being from the central Illinois region. There will be a list of possible ineligible candidates sent shortly for review. Due to the proximity of the application acceptance dates to college graduations, Chief Nelson suggested it would be favorable to do the testing a little later to be past graduation time.

PD – Lt. Promotion Testing Process

The sign-up list is complete. Five of the seven sergeants will be testing for the lieutenant promotion eligibility list.

FD – Retain 5691 as Permanent Employee

Fire fighter 5691 has completed the probationary period. Fire Chief Nelson asked for consideration to retain him as a permanent employee with the fire department. Commissioner Mackaman made a motion to retain fire fighter 5691 as a permanent employee with the Pekin Fire Department. Commissioner Franks seconded the motion. All in favor.

All Other Business Deemed Necessary by the Commissioners

The reading list for the lieutenant promotion eligibility list testing will be posted.

The July 11, 2012 meeting and the lieutenant promotion eligibility list testing process will be held at the Dirksen Center due to lack of meeting space availability at City Hall during that time frame.

There was discussion regarding the statute for extension of the probationary period. The statute will be checked.

There was discussion about the proper response to applicants who call in asking for a further explanation after receiving a letter informing them that they are no longer being considered for employment.

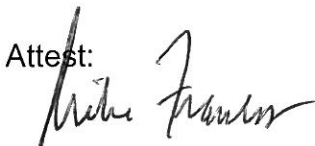
The next regular meeting will be June 6, 2012 at 7:30 a.m. in the City Hall conference room.


The meeting was adjourned at 9:10 a.m.

Submitted:


Dennis Short, Chairman

Attest:


Michael Franks, Secretary


Frank Mackaman, Commissioner