

Minutes of the meeting of the Fire and Police Commission held Wednesday, November 6, 2013 at 7:30 a.m. in the City Hall conference room.

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

Also present: Fire Chief Kurt Nelson, Police Chief Greg Nelson, Police Deputy Chief Jim Kaminski

Commissioner Short called the meeting to order at 7:30 a.m.

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

A motion was made by Commissioner Franks to approve the October 2, 2013 meeting minutes. Commissioner Mackaman seconded the motion. All in favor.

Departmental Reports:

1. FD – Probationary Reports

Fire Chief Nelson reported that the probationary fire fighters are doing very well. He asked the commissioners about the format of the current probationary reports being forwarded to them. After discussion it was decided that a narrative style report would be more beneficial.

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

2. PD – Probationary Reports

Police Chief Nelson reported that 5138 is an excellent officer and, in fact, is nearing the end of his probationary period.

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

3. FD – Letter – Request to retain 5696

This letter is a follow up to the action at last month's meeting to approve the request to retain 5696 as a permanent employee. Commissioner Mackaman made a motion to receive and file this letter. The motion was seconded by Commissioner Franks. All in favor.

Bills:

1. FD – Stanard & Assoc. – 2 Pre-Employment Psych Evaluations - \$790.00
2. FD – IWIRC – Candidate Physical - \$367.68
3. FD – KCB – Candidate Credit Check - \$15.00
4. FD – Terrence G. McCann & Assoc. – Candidate Polygraph - \$150.00
5. Illinois Fire & Police Commissioners Assoc. – 2014 Membership Dues - \$375.00

Commissioner Mackaman made a motion to recognize the timely payment of the above listed bills. The motion was seconded by Commissioner Franks. All in favor.

Old Business:

FD – Promotion Testing Planning

Fire Chief Nelson reported that the practical test for the fire fighter being deployed to Kuwait was done yesterday. He has made contact with Steve Hale of Resource Management and Steve will take care of getting the written exam to him in Kuwait so that he will take the exam at the same time as those taking the exam here. Fire Chief Nelson has also compiled the list of reading materials for both tests. There will be oral interviews with the commissioners for the Captain exam but not for the Driver/Engineer exam. Contingent on Fire Chief Nelson confirming dates with Steve Hale, the written exams will be held on Saturday, April 5, 2014 at 8:00 a.m. at City Hall. The oral interviews for the Captain list will be conducted following the regular Fire and Police Commission meeting on Wednesday, April 2, 2014 at 8:00 a.m.

PD – Original Appointment Testing Preliminary Planning

Lee Ann will contact I/O Solutions to make arrangements for a testing date of June 7, 2014. Unofficial transcripts will be acceptable as a part of the application packet. As a side note, Police Chief Nelson mentioned that I/O Solutions is currently offering online written testing.

New Business

PD – Request to Retain 5138 as Permanent Employee

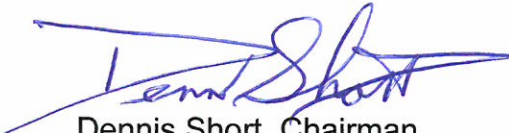
Commissioner Mackaman made a motion to accept the recommendation by the police department to retain 5138 as a permanent employee contingent on his successful completion of the probationary period. The motion was seconded by Commissioner Franks. All in favor.

All Other Business Deemed Necessary by the Commissioners

None


The next regular meeting will be December 4, 2013 at 7:30 a.m. in the City Hall conference room.

Submitted:


Dennis Short, Chairman

Attest:


Michael Franks, Secretary


Frank Mackaman, Commissioner