

**Village of Tinley Park  
Civil Service Commission  
Meeting Minutes – Feb. 1, 2021**

**Commissioners Present Remotely:**

Martin Gainer  
Barbara Moore  
Andre' Ashmore

**Staff Present:**

Hannah Lipman, Asst. to the Village Mgr.  
Kathy Congreve, Commission Secretary  
Bill Brady, Trustee  
Angela Arrigo, HR Director

**Staff Present Remotely:**

Commander Poulos

Chairperson Gainer called the February 1, 2021 meeting of the Village of Tinley Park Civil Service Commission to order at 6:00 p.m. Remote meeting protocol was reviewed with all in attendance.

**Minutes:**

The December 21, 2020 minutes were reviewed. There were no questions. Commissioner Gainer made the motion to approve the minutes as presented, Commissioner Moore seconded.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

**Review of Current Bills:**

Four bills were reviewed; Commissioner Moore made a motion to approve the invoices, Commissioner Ashmore seconded.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

**Old Business:**

None at this time

**New Business:**

Annual Civil Service Report 2020

The report was reviewed and opened up for questions or comments. Commissioner Moore had a couple questions:

- Referring to the last paragraph on page 6: She questioned why it stated that it was a lengthy process; she feels that the commission is efficient and moves things along quickly. Chairman Gainer addressed her question and stated that his interpretation is that it is the whole process that is lengthy and that this statement on the report doesn't reflect negatively on the efforts of the commission; Commissioner Moore agreed.

- Referring to the positions noted on page 7: She read the paragraph that stated that the Commission can remove them from the classification. Chairman Gainer addressed her questions and clarified, as stated in the report, that this would not be done without discussion by the Appointing Authority (the Village Manager) and the Commission. Hannah chimed in and pointed out that the Patrol Officers and Sergeants would most likely remain as positions on the Civil Service Classification Plan. But if they move forward to eliminate any positions, it would be the ones that may be better run through a regular hiring process: Clerk Matron, because it is more of an administrative position, like Clerk 1 and Clerk 2 which have already been removed. Fire Inspector, which they haven't even tested for since 2015. Mechanic, which follows suit with Maintenance Worker, which has already been eliminated. Commissioner Moore made her point that she still feels the positions should stay with the commission. Chairman Gainer confirmed that if any positions were to be eliminated, it would be after a discussion and a vote by all.

A motion was made by Commissioner Gainer to share this report with the Village Board; seconded by Commissioner Moore.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

#### Patrol Officer

An email was received from Patrol Officer applicant Daniel Kenny inquiring why he was de-certified at the last Civil Service Commission meeting. Hannah wanted to bring it to the commissioner's attention and stated that she did reply, sending him the Rules & Regulations, noting that an applicant can be de-certified for any of the reasons listed.

Candidate Candace Guidry declined certification to the position of Patrol Officer. There was a motion made by Commissioner Moore and seconded by Commissioner Ashmore to decertify Candace Guidry from her position on the list for employment with the Tinley Park Police Department.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

Pre-employment testing has been completed for Patrol Officer Candidate Anthony Falco. Commissioner Gainer asked if commissioners have had a chance to review the results provided. All stated that they did; there were no questions.

Commissioner Moore stated that she felt they should not appoint him. Commissioner Ashmore agreed, stating they should not move forward. Hannah asked if anyone had concerns or questions they wanted to discuss with Commander Poulos. Commissioner Moore referred to the application and Rules & Regulations as to why he should be disqualified. Chairman Gainer had reviewed it earlier but wanted to take time to look through it again.

Commissioner Moore made a motion to not appoint Patrol Officer Anthony Falco; seconded by Commissioner Ashmore.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

#### Patrol Officer Exam

The Commission received a memo from the Village Manager-the designated appointed authority per the Rules and Regulations, to begin a new Patrol Officer Exam. There were no questions or comments. There is no formal action required; staff will proceed with the preparation of an exam.

#### Telecommunicator

Pre-employment testing results have started to come in for candidate John Lundberg. Commissioner Gainer asked if commissioners have had a chance to review the results provided. All stated that they did; there were no questions or comments.

Commissioner Gainer made a motion to de-certify Telecommunicator Candidate John Lundberg; seconded by Commissioner Moore.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

There was a motion made by Commissioner Gainer and seconded by Commissioner Moore to conditionally certify Telecommunicator Candidates #6-Dana Gambia, #7-Jerry Watts, and #8-Robert Sepe.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

#### **Public Comments:**

None

#### **Next Meeting:**

The date of February 15, 2021 was considered as the next scheduled meeting; all were in favor.

#### **Motion to adjourn:**

Commissioner Gainer made the motion to adjourn, Commissioner Ashmore seconded.

Roll Call:

- Aye: Commissioner Gainer, Commissioner Moore and Commissioner Ashmore
- Nay: None

Motion carried

The meeting was adjourned at 6:25 p.m.