



DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS
SPECIAL MEETING MINUTES
MAY 11, 2023
FIRST FLOOR CONFERENCE ROOM 101 – 9:00 A.M.

Call to Order: 9:01 a.m.

Roll Call:

Albrecht: Present

Green: Present

Garceau: Present

D. Michael Albrecht	Commissioner	Daniel Anderson	Fire Chief
Thomas Green	Commissioner	Matt Matzl	Deputy Chief Operations
Kristy Garceau	Commissioner	Sam Foster	Deputy Fire Chief Admin/Support Services
David Anderson	Police Chief	Becky Madison	Recording Secretary/ Director of Human Resources
Dan Shanahan	Deputy Chief - Patrol	Sarah Gianni	Management Analyst
Katie Kozlowski	Patrol Officer	Jennifer Nelson	Patrol Officer

Public Comment: None.

New Business:

1. Approval of the March 14, 2023 Regular Meeting minutes.

Chairman Albrecht brought up how on page two, under the discussion about the revised preliminary lieutenant list, it stated that to improve the process in the future, they would go through every step of the process with the union. Fire Chief Anderson noted this was not new, it was more an acknowledgement that the union wanted to understand the process better, not the content of the test itself. Therefore, the Fire Chief has opened up that dialogue with them moving forward to eliminate questions they may have.

Motion to approve Regular Meeting Minutes of March 14, 2023, as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.



2. Approval of the March 27, 2023 Regular Meeting minutes.

Chairman Albrecht inquired about the testing score for police, whether it was 75% or had been brought down to 70%. Police Chief Anderson stated it was 75% in the Rules and Regulations, but Fire went from 75% to 70% during the last iteration of the Rules and Regulations. Human Resources Director Becky Madison noted this change could be made for the Police as well in the next regular meeting. Police Chief Anderson recommended doing this at the next testing process.

Motion to approve Regular Meeting Minutes of March 27, 2023, as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

3. Review and approval of the initial 2023 Probationary Firefighter/Paramedic Eligibility List.

Chairman Albrecht asked how this list compares to previous Firefighter/Paramedic Eligibility lists, noting it appeared to be a decline. Fire Chief Anderson confirmed that it was a significant decline when compared to previous years. Nearly 50 applied, however, 30 submitted their applications to HR, but several submitted and did not provide test scores. More did not verify they were in a paramedic program or already had their paramedic license. Another submitted but did not do the situational judgement test. Overall, Fire Chief Anderson was not disappointed in receiving 50 applications over a four-week period. He noted there are currently four openings and likely three retirements. While it is likely that the list will quickly be exhausted, applicants that did not make the list can resubmit their scores. Police Chief Anderson noted that, when it comes to background checks, police currently have 36 to conduct for their department alone, in addition to the lateral applicants.

Motion to approve the initial 2023 Probationary Firefighter/Paramedic Eligibility List as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion carried.

4. Review and approval of the initial 2023 Probationary Police Officer Eligibility List.

Police Chief Anderson noted that the list contains 36 candidates. Patrol Officer Katie Kozlowski noted 71 candidates took the test, two submitted after the deadline, 10 failed the exam, and 12 did not submit their application. Having spoken with other departments, Police Chief Anderson expressed this was a strong showing of interest by the volume of candidates. He also noted that preference points were already applied, and the list up for approval is the final list. When asked about the background timeline, Police Chief Anderson stated they are looking to send candidates to the fall academy date. There are 9 total openings, to be filled by both entry and lateral applicants.

Motion to approve the initial 2023 Probationary Police Officer Eligibility List as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion carried.

- Review and approval of a background investigator for the 2023 Probationary Firefighter/Paramedic candidate character and background investigations.

Discussion of this topic was tabled for a later meeting.

Executive Session:

Motion to go into Executive session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the City under section 2(c)(1) of the Open Meetings Act at 9:15 a.m. via roll-call vote.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

Back in Regular Session at: 10:40 a.m.

New Business Continued:

- Consideration of motions pertaining to the retention or removal of Lateral Police Officer Candidates from continued consideration in the selection process.

Human Resources Director Becky Madison stated if the candidates were given a conditional offer today, she had the psych and physical exam dates already set. Academy would not be necessary as they are lateral hires. Chairman Albrecht asked whether there was an FTO process for lateral candidates. Deputy Chief Dan Shanahan responded that there are three weeks in house to get the new hire set up and familiarize them with Des Plaines policies and procedures, as well as report writing. Step one is usually the slowest step (driving a squad car, responding to accidents, talking on the radio), and it could be expedited for certain candidates. However, they will not expedite final steps, such as driving on their own and being shadowed. Overall, the process will vary from candidate to candidate.

Police Chief Anderson also noted that the out of state candidate will need to pass the state equivalency exam. If he fails the test, then he would have to go back to the Academy. The Police Chief also noted that the Illinois equivalency test is a bit confusing, but the department will have him do online classes in order to give him the opportunity to pass.

i. Motion to proceed with offer for Lateral Police Officer Candidate Stiven Korkies.

I hereby make a motion to extend an offer of employment to Stiven Korkies conditioned on successful completion of a psychological examination, a medical examination and/or drug and alcohol test all conducted by one or more professionals that the BFPC currently uses. My motion directs Human Resources to circulate the aforementioned test and exam results to the individual BFPC members prior to the next meeting.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate passed.

ii. Motion to proceed with offer for for Lateral Police Officer Candidate John Kazarian.

I hereby make a motion to extend an offer of employment to John Kazarian conditioned on successful completion of a psychological examination, a medical examination and/or drug and alcohol test all conducted by one or more professionals that the BFPC currently uses. My motion directs Human Resources to circulate the aforementioned test and exam results to the individual BFPC members prior to the next meeting.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate passed.

Ernesto Amparon, Cyle Griffin, Leslie Johnson and Joshua Marshall passed, but no motion needs to be made for just passing a candidate. A motion would be made if a candidate were to be eliminated from further consideration.

7. Consideration of motions pertaining to the retention or removal of Probationary Police Officer Candidates from continued consideration in the selection process.

None.

8. Consideration of motions pertaining to the retention or removal of Probationary Firefighter/Paramedic Candidates from continued consideration in the selection process.

i. Motion to proceed with short form for Probationary Firefighter/Paramedic Candidate #14 Brendan McCarthy.

Motion Made by	2 nd	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

9. Review and approval of the Amended 2023 Probationary Police Officer Eligibility List.

Human Resources Director Becky Madison brought forward an amended Probationary Police Officer Eligibility form, previously voted on at the beginning of this meeting. The reason it was brought forward again was due to the fact that the amended list eliminated Candidate #37.

Motion to approve the Amended 2023 Probationary Police Officer Eligibility List as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion carried.

Report of Commissioners:

None.

Motion to adjourn.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

Adjourned at 10:50 a.m.

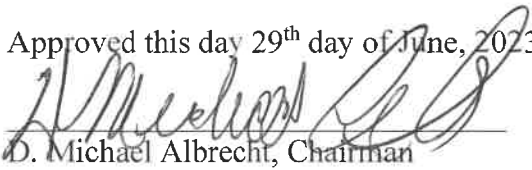
Next Special Meeting: May 31, 2023, 9:00 a.m.

Next Regular Meeting: June 12, 2023, 9:00 a.m.

Respectfully submitted,

Sarah Gianni
 Human Resources Management Analyst

Approved this day 29th day of June, 2023



D. Michael Albrecht, Chairman



Thomas Green, Secretary

