



DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS
MINUTES OF REGULAR MEETING
COUNCIL CHAMBERS

DECEMBER 8, 2021

Call to Order: 10:19 a.m.

Roll Call:

Lester: Present

Albrecht: Present

Green: Present

D. Michael Albrecht	Commissioner	David Anderson	Police Chief
Thomas Green	Commissioner	Daniel Anderson	Fire Chief
Debra Lester	Commissioner	Mark Burkland	Elrod/Friedman Atty
		Jake Kohler	HR Analyst
Dorothy Wisniewski	Asst City Manager/Finance Director	Becky Madison	Recording Secretary/ Director of Human Resources
Sam Foster	Deputy Fire Chief	Erik Bjork	Police Officer

Public Comment: For matters that are not on the Agenda: None

Commissioner Albrecht requested a meeting date for review of the Rules and Regulations for the Board of Fire and Police Commissioners. Commissioners and staff agreed upon December 16, 2022 at 10:00 a.m.

Old Business:

1. Approval of the Regular Meeting Minutes of October 13, 2021

Motion to approve Regular Meeting Minutes of October 13, 2021 as amended

Motion Made by	2 nd	Albrecht	Green	Lester
Lester	Albrecht	Aye	Abstained	Aye

Motion carried.



New Business:

1. Approval of the Special Meeting Minutes of November 2, 2021

Motion to approve Special Meeting Minutes of November 2, 2021

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

Motion carried.

2. Approval of Special Meeting Minutes of November 8, 2021.

This item was tabled to be approved at the December 16, 2021 meeting.

3. Discussion regarding the RFP submissions and approval of a recommendation for a Polygraph vendor.

The commissioners and staff discussed that they are satisfied with Shaughnessy’s performance and services. Commissioner Lester suggested having a back-up company if needed in the event that Shaughnessy is unavailable. She also commented that Cops and Fire is less expensive than Shaughnessy. The Director of Human Resources discussed what route would be taken if Shaughnessy was unavailable. Police Chief Anderson and Fire Chief Anderson both commented that they support the decision to use Shaughnessy.

Motion to recommend Shaughnessy as the Polygraph Examiner

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

Motion carried.

4. Discussion regarding the RFP submission of a recommendation for a Psychological vendor.

Commissioner Albrecht commented that he felt Cops and Fire has done a very good job. In saying that, he thought that their submission was poor, but he is pleased with their past results. Commissioner Lester discussed that she looked over the sample report submitted by Stanard and noted that it was a very short one-page report and it did not include self-reporting. Commissioner Lester commented that she is not in favor of Stanard but is in favor of using Cops and Fire. Commissioner Green commented that we have been very happy with Cops and Fire and recommended staying with them. Police Chief Anderson stated that after reviewing the RFP’s, the Police Department is leaning toward Stanard because he was scoring presentations rather than past experience. He commented that he didn’t see much of a disparity between the services each offer and both are very well known in the industry. Fire Chief Anderson commented that after an evaluation he also scored Stanard slightly higher than Cops and Fire, but would support either company. The Director of Human Resources stated that she concurs with the Chiefs. Commissioner Albrecht commented that he would like to stay with Cops and Fire for psychological testing.



Motion to recommend Cops and Fire to continue as the Psychological testing vendor

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

Motion carried.

5. Discussion and approval of a recommendation regarding the proposed changes to the Board of Fire and Police Commissioners Rules and Regulations.

Commissioner Albrecht commented that he spoke with Fire Chief Anderson about the change in the paramedic requirements. The Chief’s recommendation is that the Rules and Regulations and Regulations state the candidate is required to be a paramedic at the time of offer of employment instead of time of application. This is a way to widen the applicant pool and would not exclude those that may be close to finishing their program. The Chief answered questions regarding this item and clarified that the City will not pay for a candidate’s paramedic program.

The section regarding an attorney representing the Board was discussed and how the attorney is chosen. The Assistant City Manager/Finance Director referred to the City Code and stated she will review the City Code and report back at the next meeting to ensure that the Rules and Regulations and Regulations will not be in conflict with the City Code. Mr. Burkland stated that the Board can always suggest or recommend to the City Council regarding the attorney. Commissioner Lester stated that she would like the Board to have prior notice about attorneys considered by City Council. Discussion ensued.

The police department’s initial interview process was discussed. Commissioner Lester clarified the language and what has been done in the past. She also asked about passage rates and requests Officer Bjork provide the passage rates.

The fire department’s application and filing process was discussed. Fire Chief Anderson clarified the language and stated that the Board or its agent verbiage is in the Rules and Regulations so we can use an outside agency for testing. Commissioner Lester requested to add the word testing before agent or provide a definition of agent in the Rules and Regulations.

Various other sections of the Rules and Regulations were discussed including disqualifiers, driver’s licenses, disabilities, the CPAT requirements, fees and preference points. Fire Chief Anderson clarified and discussed these sections. Commissioner Lester asked for a detailed comparison, item by item, on the differences in the CPAT and what we have done in the past. Fire Chief Anderson stated that he will provide a comparison memo. The scoring and taking of the test components were also discussed.

Commissioner Lester indicated that she has a number of changes to still discuss regarding the Rules and Regulations and is not comfortable voting at this meeting. Commissioner Green concurred. The Board will continue to discuss changes to the Rules and Regulations at the next meeting on December 16, 2021.



Report of Commissioners:

Commissioner Albrecht requested an update on the certificates of appointments and promotions. Commissioner Lester stated that it was discussed to possibly hand those out during a roll call with police and fire. The fire department is having a promotional ceremony on December 10, 2021 and it was suggested to pass the certificates out at that time.

Commissioner Albrecht requested recruitment data for both fire and police of the number the of tests given, scores, withdrawals and the reason for the withdrawals. He would also like to know the number of hires and the individuals that moved successfully through probation and any resignations. Officer Bjork stated that he will provide a breakdown of each category for the last year.

Commissioner Albrecht asked for the status on the accelerated entry process recommendation. Police Chief Anderson discussed this with the commissioners and staff and stated that he would suggest adopting a lateral entry process into the Rules and Regulations.

Fire Chief Anderson stated that he believes the changes for fire could be completed in full at the next meeting and the revisions will expand the candidate pool and address the physical ability testing. Police Chief Anderson and Commissioner Green agreed that it would be a good idea to continue working on the changes for fire at the next meeting and get those completed.

Commissioner Albrecht asked the Assistant City Manager/Finance Director about offering a possible bonus to Police lateral entry applicants. The Assistant City Manager/Finance Director stated that all of the senior staff continually have discussions about how we attract and retain talent into our organization as the competition continues to grow. Staff is looking into what the City can offer to applicants. The Assistant City Manager/Finance Director also discussed the Rules and Regulations and stated that it was decided to address the highest priority rule changes first, which is currently fire. Public notices, incentives and mandated questions were discussed.

Commissioner Lester would like a review of the PEP Test and what other similar tests are available as options. Police Chief Anderson stated he will provide that to the Commission with a series of options to consider in the future. Commissioner Lester also asked questions regarding buyouts, overtime and hiring and the Assistant City Manager/Finance Director addressed those questions.

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 and discussion and approval of closed session minutes under section 2(c)(21) of the Open Meetings Act at 1:20 p.m.

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

Motion carried.

Back in Regular session at: 1:28 p.m.



Motions regarding PD Candidates Short Form/Background Investigations:

CANDIDATE #	CANDIDATE NAME	Motion/ 2nd	COMM ALBRECHT PASS/FAIL	COMM LESTER PASS/FAIL	COMM Green Pass/Fail	COMMENTS
93	Nickelson	Lester 2 nd Green to eliminate	Aye	Aye	Aye	Nickelson Eliminated Motion carried
101	Costescu	Green 2 nd Lester to eliminate	Aye	Aye	Aye	Costescu Eliminated Motion carried
109	Szarnecki	Lester 2 nd Green to eliminate	Aye	Aye	Aye	Szarnecki Eliminated Motion carried
112	Alexander	Green 2 nd Albrecht to continue	Aye	Nay	Aye	Alexander will continue Motion carried
115	Welch	Lester 2 nd None To eliminate				
115	Welch	Green 2 nd Albrecht to continue	Aye	Nay	Aye	2 to 1 Welch will continue Motion carried
122	Johnson	Green 2 nd Lester to eliminate	Aye	Aye	Aye	Johnson eliminated Motion carried

Motion to pass candidates Dilollo, Synowiec, Parra, Carabez, Del Rio, Jimenez for the psychological evaluation and continue on with the recruitment process

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

Motion carried.

Motion to Adjourn

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



Board of Fire and Police Commissioners
1420 Miner Street, Des Plaines, IL 60016
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Motion carried.

Adjourned at 1:30 p.m.

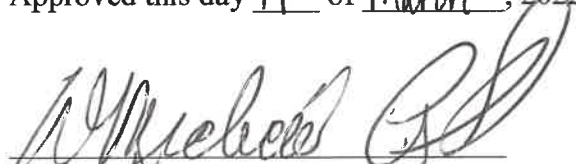
Next Special Meeting: Thursday, December 16, 2021 - 10:00 a.m.

Next Regular Meeting: Monday, March 14, 2022 - 6:00 p.m.

Respectfully submitted,

Becky Madison
Recording Secretary and Director of Human Resources

Approved this day 14 of March, 2022


D. Michael Albrecht, Chairman


Debra Lester, Secretary