

Meeting Minutes of the Special Meeting  
City of St. Charles  
Board of Fire & Police Commissioners  
Thursday, June 27, 2019  
9:00 a.m.  
Fire Department Training Conference Room  
2<sup>nd</sup> Floor Century Station

Present: Mr. Donald Haines, Mr. Keith Rollins, Mr. John Kennedy, Mr. Geoff Pretkelis,  
Mr. Patrick Reed

Absent: N/A

Also Present: Fire Chief Joe Schelstreet, Deputy Chief Bedell, Ms. Denice Brogan; Human  
Resources, Carole Murphy; Recording Secretary

**1. Call to Order**

Mr. Haines called the meeting to order at 9:00 am.

**2. Roll Call**

Roll was called with five members present.

**3. Public Forum**

No Report

**4. Executive Session**

N/A

**5. Approval of Minutes**

- a. A motion was made by Keith Rollins and seconded by John Kennedy to accept the minutes of the May 13, 2019 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

**6. Approval to hire the next candidate on the current Firefighter eligibility list**

Fire Chief Schelstreet explained the recent internal promotions which created an additional opening for a Firefighter/Paramedic. Chief Schelstreet requested permission from the Board to move forward in the hiring process for the next candidate, #19 on the current FFPM list.

A motion was made by Mr. Keith Rollins and seconded by Mr. Patrick Reed to approve moving forward with the hiring process of candidate # 17 on the current FFPM list.

The motion was passed by unanimous vote of those members present.

- Discussions continued regarding the Initial Hire written test that took place on June 22, 2019; noting the number of candidates testing is significantly down noting only 41 candidates qualify for the initial list and interviewing 21.  
Ms. Brogan said there is an industry trend with Police and Fire in the amount of applications being received is lower than past application processes. Ms. Brogan suggested looking at the Board rules to change the certifications needed and comply with the Department of Health.
- Chief Schelstreet confirmed the Captain's interview taking place on June 28, 2019. It was also confirmed the Firefighter/Paramedic oral interviews are taking place on August 7, 2019 and August 8, 2019.

Mr. Haines said he cannot attend the interviews and Mr. Geoff Pretkelis, Mr. John Kennedy and Patrick Reed will be there.

**7. Approval to move forward with the Police Department hiring process**

Deputy Chief Bedell stated the middle schools are requesting school resource officers. The Police Department has partner shipped with the School District to co-sponsor an additional resource officer in each of the middle schools. The Police Department will need the addition of 2 more officers to place as School Resource Officers, (1 for each middle school) and asked the Boards approval to move forward with the hiring process to fill these 2 vacancies. The backgrounds have been completed and now presented to the Board for review.

Deputy Chief Bedell has also asked the Board for approval to offer the 2 candidates a conditional offer of employment.

With no disconcerting issues upon review, a motion was made to approve the backgrounds as presented and move forward with a conditional offer of employment for the 2 candidates for school resource officers by Mr. Keith Rollins and seconded by Mr. Geoff Pretkelis.

The motion was passed by a unanimous voice vote of all members present.

**8. Other Business**

Ms. Brogan reminded the Board interviews are scheduled on July 8, 2019 and July 9, 2019 for the traditional Police Department list, as the current list has been exhausted and needs to be updated.

**9. Adjournment**

With no further business, a motion was made to adjourn the meeting by Mr. Keith Rollins and seconded by Mr. John Kennedy. The motion was passed by a unanimous voice vote of all members present.

The meeting was adjourned at 9:18 a.m.

Respectfully Submitted by Carole Murphy; Recording Secretary