

Meeting Minutes of the Special Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, November 7, 2022
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Patrick Reed, Geoff Pretkelis, Anthony Stancati, Cliff Carrigan

Absent: Wedge Lazenby

Also Present: Fire Chief Scott Swanson, Police Chief Jim Keegan, Sara Cass; Recording Secretary

1. Call to Order

Patrick Reed called the meeting to order at 5:02 pm.

2. Roll Call

Roll was called with four members present.

3. Public Comment

N/A

4. Executive Session, Personnel – 5ILCS 120/2(c)(1)

a. Review of Police Applicant Background Report

- A motion was made by Cliff Carrigan and seconded by Anthony Stancati to move into executive session at 5:04 pm. The motion was passed by a unanimous voice vote of all members present.

b. Review of Firefighter Candidate Background Report

- A motion was made by Cliff Carrigan and seconded by Geoff Pretkelis to come out of executive session at 5:12 pm. The motion was passed by a unanimous voice vote of all members present.

5. Approval/Denial of Police Officer Background

After review and discussion of the Police Officer candidate background in executive session, Chief Keegan asked the Board for the approval of the candidate.

- A motion was made by Cliff Carrigan and seconded by Anthony Stancati to approve the background for this candidate and to move forward with the new hiring process. The motion was approved by a unanimous voice vote of all members present.

6. Approval/Denial of Firefighter Background

After review and discussion of the Firefighter candidate background in executive session, Chief Swanson asked the Board for the dismissal of the candidate.

- A motion was made by Cliff Carrigan and seconded by Geoff Pretkelis to deny the background of this candidate and to move remove the candidate from the new hire list. The motion was approved by a unanimous voice vote of all members present.

7. Approval of the Police Department Traditional Hiring Process with Timeline

Chief Keegan explained the written exam will take place at St. Charles North High School on Saturday, December 17, 2022. BFPC Member Geoff Pretkelis stated he would like to attend this event. Chief Keegan stated that all BFPC members will receive the same garment the Police Department volunteers will be wearing that day and asked Sara to gather that information.

More details to come on interview dates for this process.

8. Approval of the Police Department Sergeant Testing Process with Timeline

The Police Department received twelve applications for the Sergeant Testing Process. Essays are due back on December 15 and BFPC members will be asked to review and score them. These will be sent to all members within a day or so of this deadline.

The written exam for this process is scheduled for January 12, 2023, with a back-up of January 19 in case of inclement weather, and the oral interviews are set for January 26, 2023.

The final eligibility list is scheduled to be posted by February 17, 2023.

9. Other Business

Chief Keegan announced that Deputy Chief Chuck Pierce will be retiring on November 23, 2022. Since this was just announced, no plans have been made for his replacement.

Chief Keegan also announced that Officer Robert Jacobsen resigned today. He recently graduated from the academy and was still in field training.

Chair Reed inquired if meeting for the regular Board of Fire and Police Commissioners was necessary on Monday. Both Chiefs stated they had nothing further at this time and it was decided this meeting can be cancelled.

10. Adjournment

With no further business, a motion was made to adjourn the meeting by Cliff Carrigan and seconded by Anthony Stancati. The motion was passed by a unanimous voice vote of all members present. The meeting was adjourned at 5:21 pm.

Respectfully Submitted by Sara Cass; Recording Secretary