

**MEETING MINUTES RESCHEDULED REGULAR MEETING  
CITY OF ST. CHARLES  
BOARD OF FIRE & POLICE COMMISSIONERS  
Monday, September 14, 2015  
5:00 p.m.  
Fire Department Training Conference Room  
2<sup>nd</sup> Floor, Century Station**

Present: Chairman Don Haines, Mr. John Kennedy, Ms. Dianne Kellett, Mr. Craig Livermore

Absent: Mr. Cliff Carrignan,

Also Present: Chief Joe Schelstreet; Chief James Keegan; Denice Brogan, Acting Human Resources Director; Recording Secretary Nonda Anderson

**1. Call to Order**

Chairman Haines called the meeting to order at 5:00 PM.

**2. Roll Call** - Roll was called with four members present.

**3. Public Forum** – no report

**4. Approval of Minutes-** A motion was made by Ms. Kellett and seconded by Mr. Kennedy to accept the minutes of the August 4 Rescheduled Regular Meeting. The motion passed by unanimous voice vote of those members present.

**5. Update on Firefighter Eligibility Roster** – Chief Schelstreet told the Board that the request for preference points from two of the candidates was denied as the degree did not meet the Board's requirements. He spoke with both candidates and they understood why they were denied. He said the list is ready to be posted on the expiration of the current list on September 16.

**7. Rules and Regulations revision re: Preference Points conflict** – Chief Schelstreet reviewed that there was a conflict in wording between Page 6 and Page 14 in regard to application of preference points for firefighter and it was decided to award preference points to both EMS and Fire Science Associate Degrees with revisions being made after the current process concluded. He said the revisions have been made will go before Committee at the end of the month and to Council for final approval in October.

**8. Update on Police Department Hiring and Promotional Opportunities** – Chief Keegan reviewed with the Board that there are currently four openings for patrol officers. He said they would be hiring three from the Certified Eligible Officers roster and one from the traditional entry level list. He said he is recommending approval of the background check for Candidate Luis Vargas Alvarado. Mr. Livermore moved and Ms. Kellett seconded to authorize moving forward with the hiring process for Mr. Alvarado based on Chief Keegan's recommendation. The motion passed by unanimous voice vote of those members present.

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Chief reminded the Board that there were three probationary officers currently, with one doing well in field training, one who just finished field training and one who chose to resign. He said that with the retirement of Deputy Chief Huffman a sergeant will be moved up in a command position and he will promote the next on the sergeant's list, Officer Eric Majewski. He said the promotion will be effective October 12 and the swearing in will be October 19. In addition, Chief Keegan reported that Officer Joanne Pawlak announced her retirement. Chief Keegan explained that due to the notice of the retirement and the academy schedule he has asked the City Administrator permission to hire from the Certified Eligible Roster in order to avoid having a vacancy for at least four months. Chief said that would put the hiring at four from the traditional list and four from the certified eligible list for the year. He said he anticipates another sergeant retirement next year which will provide another promotion from the current sergeant's list.

**8. Executive Session – No Executive Session.**

**9. Other Business** – Chairman Haines told the Board there had been a misunderstanding as to who gets the test results from the psychological testing. He said it has been clarified that HR would schedule the appointments and the Board would get the results.

Chairman Haines asked for an updated Police Department eligibility roster.

With no further business, a motion was made Mr. Livermore and seconded by Ms. Kellett to adjourn the meeting. The meeting was adjourned at 5:22 PM.

Respectfully submitted,  
Nonda Anderson, Recording Secretary