

**MEETING MINUTES REGULAR MEETING  
CITY OF ST. CHARLES  
BOARD OF FIRE & POLICE COMMISSIONERS  
Monday, February 8, 2016  
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

Absent: Mr. Cliff Carrignan, Mr. Craig Livermore

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

**1. Call to Order**

Chairman Haines called the meeting to order at 5:02 PM.

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

**3. Public Forum** – no report

**4. Approval of Minutes**- A motion was made by Mr. Kennedy and seconded by Ms. Kellett to accept the minutes of the January 11, 2016 Regular Meeting. The motion passed by unanimous voice vote of those members present.

**5. FD Hiring – Firefighter/Paramedic** – Chief Schelstreet told the Board that he received two announcements of retirement, one a firefighter effective March 2 and the other a Battalion Chief effective March 31. Ms. Brogan said approval has been granted for a promotion and hiring of two firefighter/paramedics. She said since this will be the first hires off the new list, it has been suggested as a best practice to do on-site review of personnel files for those who are currently firefighters with another agency as part of the background check. She said this would also be the case with new police hires. With no further discussion, Ms. Kellett moved to approve beginning the background check process for two firefighter/paramedics. Mr. Kennedy seconded. The motion passed by unanimous voice vote of those members present.

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

**9. Other Business** – Chief Keegan gave a brief update of the Police Department hiring process. He said two new officers will be brought on board by the end of February.

Chief Keegan relayed to the Board that because of the notice that Mr. Livermore will be leaving the Board, Mayor Rogina passed along information on a candidate that is interested in serving. He said the applicant is a retired police officer from Westmont who has lived in St. Charles for the last several years. His appointment would most likely take place in May.

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With no further business, a motion was made by Mr. Kennedy and seconded by Ms. Kellett to adjourn the meeting. The meeting was adjourned at 5:15 PM.

Respectfully submitted,  
Nonda Anderson, Recording Secretary