

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Wednesday, December 7, 2016
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Chairman Don Haines, Mr. John Kennedy, Ms. Diane Kellett
Absent: Mr. Keith Rollins, Mr. Cliff Carrigan
Also Present: Fire Chief Joe Schelstreet, Deputy Chief Dave Kintz; Police Department,
Denice Brogan; Human Resources, Carole Murphy, Recording Secretary

1. Call to Order

Chairman Don Haines called the meeting to order at 5:01 pm.

2. Roll Call

Roll was called with three members present.

3. Public Forum

No Report

4. Approval of Minutes

- a. A motion was made by Ms. Kellett and seconded by Mr. Kennedy to accept the minutes of the November 14, 2016 meeting Special Meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

5. Approval to accept the background check of Firefighter applicant

Chief Schelstreet presented the background checks of 2 firefighter applicants, Andrew Kidd and Chad Martin. Both present in good standing. There is currently one open Firefighter position as a result of the retirement of Captain Lance Maxwell. Tony Centimano promoted to Captain and Dave Chmelar promoted to Lieutenant, therefore creating an opening for a Firefighter. Chief Schelstreet is asking the Board for approval of both background checks, but only moving forward with one.

A motion was made by Mr. John Kennedy and seconded by Ms. Dianne Kellett to approve both background checks, and to move forward with one applicant at this time.

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

It was confirmed Chief Schelstreet may move forward if and when necessary with the next candidate without reconvening a meeting.

6. Confirm Sergeant Candidate Interviewers

Deputy Chief Dave Kintz confirmed there are 10 applicants moving forward with the Sergeants Interviews. The dates for oral interviews are January 31, 2017 and February 2, 2017 with a time slot allotted from 0900 to 1500. The 3 Board members that will be present at both interview dates will be; Mr. Don Haines, Mr. John Kennedy and Ms. Dianne Kellett.

A list of interview questions has been sent to the interviewers to review for relevance. The last question will need to be revised.

7. Executive Session

No Executive Session

8. Other Business

Mr. Don Haines has questions regarding the Board Rules and Regulations regarding Original Hire on page 10. This section does not reflect educational preference points.

Page 17, (Promotional) does not reflect military preference points.

There will be a re-write of these sections after the Sergeants process.

9. Adjournment

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

The meeting was adjourned at 5:14 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary