

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, April 10, 2017
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Chairman Don Haines, *Mr. Keith Rollins, Mr. John Kennedy*

Absent: *Mr. Cliff Carrigan, Ms. Diane Kellett*

Also Present: Ms. Denice Brogan; Human Resources, Fire Chief Joe Schelstreet, Chief Keegan; Police Department, Deputy Chief Dave Kintz; Police Department, Carole Murphy; Recording Secretary

1. Call to Order

Chairman Don Haines called the meeting to order at 5:00 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 Mr. Keith Rollins and seconded by Mr. John Kennedy to accept the minutes of the March 13, 2017 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

5. Confirm Fire Department Firefighter/Paramedic Interview Dates

Ms. Brogan suggested interview dates within the last two weeks in July, between the 17th and the 28th. A quorum will be needed for the interviews for 2 full consecutive days to accommodate for the top 20 candidates. She suggested to not include Mondays or Fridays. Carole Murphy will send an email to the Board members to determine which two days would be most suitable for the interview dates.

6. Discussion Only; Reminder for Notice of Elections

Mr. Haines and Mr. Rollins both received letters from Mayor Rogina regarding their appointments ending April 31, 2017. Mayor Rogina has asked them both to stay on the Board. Appointments for the new term will be made by the Mayor then an election will be held regarding positions at the next meeting on May 8, 2017.

7. Approval for Permanent Appointment of FFPM Ryan Gleason

Chief Schelstreet has submitted a letter of recommendation for permanent appointment for FFPM Ryan Gleason to Mr. Don Haines stating FF Gleason has successfully completed all of his probationary requirements.

A motion was made by Mr. John Kennedy and seconded by Mr. Keith Rollins to accept the permanent appointment of FFPM Ryan Gleason

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

8. Executive Session

No Executive Session

9. Other Business

Chief Keegan stated 2 officers started the academy last week, and also received a letter of retirement from Officer Darin Lee.

10. 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 5:15 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary