

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, June 12, 2017
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

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

Absent: Mr. Steve Baginski

Also Present: Ms. Denice Brogan; Human Resources, Deputy Chief Dave Kintz; Police Department, Assistant Chief Kevin Christensen, Fire Department, Carole Murphy; Recording Secretary

1. Call to Order

Chairman Keith Rollins 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 Mr. John Kennedy and seconded by Mr. Don Haines to accept the minutes of the May 8, 2017 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

5. Approval for Permanent Appointment FFPM Andrew Perry

Chief Schelstreet has submitted a letter of recommendation to Mr. Rollins for permanent appointment for FFPM Andrew Perry stating FF Perry has successfully completed all of his probationary requirements. Assistant Chief Kevin Christensen confirmed FFPM Perry has successfully completed all requirements of his probation for permanent appointment.

A motion was made by Mr. Don Haines and seconded by Ms. Dianne Kellett to accept the permanent appointment of FFPM Andrew Perry. The motion passed by a unanimous voice vote of those members present.

6. Approval of Police Department background Checks

Deputy Chief Kintz presented the backgrounds to the board for approval to proceed with the hiring process of two Police Department candidates.

A motion was made by Mr. John Kennedy and seconded by Mr. Don Haines to accept and approve the backgrounds of two Police Department candidates. The motion passed by a unanimous voice vote of those members present.

7. Discuss Pre-Hiring Qualifications

Ms. Brogan stated Chief Schelstreet would like to discuss the Firefighter pre-hiring application process. The discussion has been tabled until the July meeting when Chief Schelstreet can be present.

8. Executive Session

None

9. Other Business

- Mr. Haines expressed the desire to make changes in the language of the revised Ordinance as well as the Rules & Regulations. Discussion will be tabled until the July meeting.
- Ms. Brogan discussed the preparations for the Firefighter testing to take place on June 24, 2017.

10. Adjournment

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

The meeting was adjourned at 5:20 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary