

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, October 8, 2018
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Mr. Keith Rollins, Mr. Don Haines, Dr. Steven Baginski, Mr. Geoff Pretkelis
Absent: Mr. John Kennedy
Also Present: Fire Chief Joe Schelstreet, Police Chief James Keegan, Deputy Police Chief Steven Bedell, Ms. Denice Brogan; Human Resources, Carole Murphy; Recording Secretary

1. Call to Order

Mr. Don 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. A motion was made by Mr. Rollins and seconded by Dr. Baginski to accept the minutes of the September 10, 2018 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.
- b. A motion was made by Dr. Baginski and seconded by Mr. Rollins to accept the minutes of the September 25, 2018 special meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

5. Approval for Police Department Sergeant Promotion Process

Deputy Chief Bedell explained the current Sergeant Promotional List expires in February 2019. D.C. Bedell is asking the Board for approval to move forward to begin a new Sergeant Promotional List which will be effective with the expiration of the current list in February 2019. The Police Department will be using Cops & Fire Testing Services for the process. A quorum will be needed for oral interviews that will be held on January 30, 2019; Dr. Baginski, Mr. Rollins, and Mr. Pretkelis stated they will be available for the interviews. A full day will be needed for approximately 12 interviews. Chief Keegan stated this will be for a 2 year list and the same template will be used as in the past. Cops & Fire Testing Services will provide a new written test, score and develop the list. To be certain there would be no conflict, Mr. Pretkelis disclosed he currently serves on a testing board committee.

With no conflicts found, a motion was made by Dr. Baginski and seconded by Mr. Rollins to approve the Police Department Sergeants Promotion Process to create a new 2 year list. The motion was passed by a unanimous voice vote of all members present.

6. Approval to Hire Next Firefighter/Paramedic Candidate from Current Hire List

Chief Schelstreet explained to the Board with the retirement of FF Mike Thomas, we are able to move forward with the hiring process of the next candidate on the current FF/PM

eligibility list. Chief Schelstreet said we will be offering the next candidate on the list which was previously skipped.

A motion was made for approval to hire the next candidate on the current eligibility list pending approval of funding by Mr. Rollins and seconded by Dr. Baginski.

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

7. Elections of the Board

At the last Board Election, Mr. John Kennedy was named Chairman. Circumstances have arisen that Mr. Kennedy would like to step down as Chairman, but remain on the Board.

Mr. Keith Rollins nominated Mr. Don Haines as Chairman. Dr. Steven Baginski will remain as Secretary.

Discussion followed regarding naming a Chairman Pro Tem. Chief Schelstreet suggested checking the bylaws for the correct procedure to appoint a Chairman Pro Tem.

A motion was made by Mr. Keith Rollins and seconded Dr. Steven Baginski to elect Mr. Donald Haines as Chairman of the Board of Fire and Police Commissioners and Dr. Baginski to remain Secretary of the Board.

The Board will consist of the following:

Chairman:	Mr. Donald Haines
Secretary:	Dr. Steven Baginski
Member:	Mr. Keith Rollins
Member:	Mr. John Kennedy
Member:	Mr. Geoff Pretkelis

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

8. Other Business

- Chief Keegan reminded the Board (2) lateral hires will be starting on October 22, 2018. Mr. Don Haines will swear them in that day and the formal swearing in will take place on November 5, 2018 at the City Council Meeting. This will make the Police Department close to full staff having 53 members.

9. Executive Session

N/A

10. Adjournment

With no further business, a motion was made to adjourn the meeting by Mr. Keith Rollins and seconded by Dr. Steven Baginski.

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

The meeting was adjourned at 5:18 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary