

**MEETING MINUTES
CITY OF ST. CHARLES
BOARD OF FIRE & POLICE COMMISSIONERS
Monday, January 13, 2014
5:00 p.m.
Fire Department Training Conference Room
2nd Floor, Century Station**

Present: Chairman Haines, Member Pacelli

Also Present: Fire Chief Joe Schelstreet, Interim Police Chief Steve Huffman, Deputy Police Chief Dave Kintz, Recording Secretary Nonda Anderson, Board Nominee Cliff Carrignan

Call to Order

Chairman Haines called the meeting to order at 5:05 p.m. Roll was called with two members present.

Public Forum – No public comments.

Acceptance of Minutes

Mr. Pacelli made a motion to approve the minutes of the December 2, 2013 Regular Meeting as presented. Mr. Haines seconded. The motion passed by unanimous voice vote of members present. Mr. Pacelli made a motion to approve the minutes of the January 2, 2014 Special Meeting as presented. Mr. Haines seconded. The motion passed by unanimous voice vote of members present.

Approval to begin hiring process for Firefighter/Paramedic – Chief Schelstreet explained that due to a resignation in the Department an opening for Firefighter/Paramedic is available. He said he has submitted the proper justification paper work to the City Administrator and is asking the Board to authorize moving forward with the hiring process. Mr. Pacelli moved to authorize the hiring process. Mr. Haines seconded. The motion passed by unanimous voice vote of those members present.

Police Sergeant's Promotional Process – Essay Questions – Mr. Haines said the Board members would be scoring the essay questions on a 1 to 10 scale and would submit the compiled scores from this component to the Police Department for inclusion in the final scoring prior to the written exam scheduled for January 21. The oral interviews are the next step and have been scheduled for January 23 and 24 in the Police Department Conference Room.

Police Department Entry Level Test – Approval to begin process – Chief Huffman told the Board the current eligibility list for police officer expires in June 2014. He presented a tentative timeline for the process which he would like to begin in July. Mr. Pacelli made a motion to authorize the Police Department to begin the process of entry level testing. Mr. Haines seconded. The motion passed by unanimous voice vote of those members present.

Executive Session – None

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Other Business

The next meeting is Monday, February 10, 2014.

Chief Schelstreet told the Board that Commission Cards for all Fire Department personnel will be distributed by the end of January.

Chief Schelstreet reminded Chairman Haines that a meeting to discuss the Captain/BC promotional test is Wednesday, January 22, 2014.

Adjournment - With no further business, Mr. Pacelli moved to adjourn the meeting. Mr. Haines seconded. The meeting was adjourned at 5:20 PM.

Respectfully submitted,
Nonda Anderson, Recording Secretary