

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

Present: Chairman Don Haines, Secretary Craig Livermore, Mr. Cliff Carrignan, Ms. Dianne Kellett (arrived after roll call)

Absent: Mr. Greg Pacelli

Also Present: Chief Joe Schelstreet, Chief James Keegan, Deputy Chief Dave Kintz, Kathy Lamkin, Recording Secretary Nonda Anderson

1. Call to Order

Chairman Haines called the meeting to order at 5:05 PM.

2. Roll Call - Roll was called with three members present.

3. Public Forum – No public comments.

4. Acceptance of Minutes – A motion was made by Mr. Carrignan and seconded by Mr. Livermore to accept the minutes of the September 15, 2014 Regular Meeting, The motion passed by unanimous voice vote of those present.

5. Update on Police Department recruiting process – Chairman Haines said a question has arisen regarding the passing score for the police department process. He said the current rules do not state what the passing percentage is for the oral interview portion. Chief Keegan said HR and the City's labor attorney have been consulted with the recommendation to use the same passing grade threshold throughout the entire process. He said the final list used that criteria, subject to a decision by the Board. Ms. Lamkin stated there is some conflict in the language between the current Rules and Regulations and the city's ordinances and collective bargaining agreements. She said moving forward it is important to be sure all components are in agreement in regard to the hiring and promotional processes.

Chairman Haines reported out of 32 possible candidates, 28 were interviewed and 17 achieved the passing score of 70%.

Mr. Livermore made a motion to authorized the use of 70% for the passing score for the current police recruitment process. Mr. Carrignan seconded. The motion passed by unanimous voice vote of those present.

There was discussion as to reviewing the current Rules and Regulations. It was suggested that the Fire and Police Chiefs, HR and the labor attorney be involved in the discussion.

Ms. Kellett arrived at the meeting at 5:20. Chairman Haines reviewed the previous discussion.

Chairman Haines stated that the Board would like to review the background checks, prior to proceeding with the next steps of the process. Chief Keegan said he has authorization to fill three positions. Mr. Carrigan made a motion to proceed with all necessary testing for the top three candidates of the final eligibility list with Board reviewing the background checks of each candidate. Mr. Livermore seconded. The motion passed by unanimous voice vote of those present.

Vendor Presentation – Laser and Associates – Mr. Joe Binisiak was present to provide information on the psychological testing of police and fire candidates. There was discussion on the types of exams that are administered by Laser and Associates and the scoring of the tests. The question of the use of polygraph tests was also discussed with the decision to not proceed with that exam with the current process.

7. Executive Session – No Executive Session required.

8. Other Business – After further discussion, Mr. Carrigan amended the motion to proceed with the top three candidates to read proceed with the top four candidates to ensure having three candidates that could proceed to the academy. Mr. Livermore seconded. The motion passed by unanimous voice vote of those present.

Adjournment - With no further business, Mr. Carrigan moved to adjourn the meeting. Mr. Livermore seconded. The meeting was adjourned at 6:22 PM.

Respectfully submitted,
Nonda Anderson, Recording Secretary