

MINUTES

BOARD OF FIRE AND POLICE COMMISSIONERS

Tuesday, February 12, 2013

PRESENT

COMMISSIONERS: Scott Lohman, Secretary
Gary Koeller

STAFF: Kim Hankins, Police Chief / Public Safety Director
Alison Fleming, HR Manager

1. **Meeting Called to Order**
Commissioner Lohman called the meeting to order at 4:40 p.m.
2. **Roll Call of Members** – Commissioners Lohman and Koeller present.
3. **Approval of Minutes**
Commissioner Koeller made a motion to approve the minutes of the January 8, 2013 regular meeting; Commissioner Lohman seconded; motion unanimously carried.
4. **Position Vacancy - Police**
Chief Hankins advised the board that the department currently has one officer on extended medical leave and another who is expected to retire after May, so he will be seeking authorization from the City Council to exceed authorized strength in order to enroll a candidate in the next academy session beginning on April 7, 2013. Chief Hankins requested that the board authorize the appointment of the next most qualified candidate on the current Police Officer Eligibility Register to fill that position. Commissioner Koeller made a motion to approve the hire, subject to council approval of the Chief's request to exceed authorized strength; Commissioner Lohman seconded; motion unanimously carried.
5. **End of Promotional Probationary Period**
Chief Hankins advised the board that Sergeant Kevin Cox will complete his 180-day promotional probationary period on March 9, 2013. Since this is still almost a month away, his final evaluation has not yet been completed. Commissioner Koeller made a motion to approve the regular, full time appointment of Kevin K. Cox to the rank of Police Sergeant effective March 9, 2013, subject to successful completion of his final evaluation and the Chief's recommendation; Commissioner Lohman seconded; motion unanimously carried.
6. **Proposed Changes to Rules and Regulations**
The fire department currently has only one remaining deputy chief, and he intends to retire in the next few months. That position will be replaced with a battalion chief, which is of equal rank. The proposed changes to the rules will make the fire promotional process for the rank of battalion chief and deputy chief the same as that for police captain. The rank of deputy chief remains, but is not being filled. Commissioner Koeller made a motion to approve the proposed changes to the rules; Commissioner Lohman seconded; motion unanimously carried.
7. **Other**
Reserved for after Executive Session.
8. **Executive Session**
Commissioner Koeller made a motion to adjourn into executive session pursuant to 5 ILCS 120/2(c)(1); Commissioner Lohman seconded. Roll call: Commissioner Lohman, aye;

Commissioner Koeller, aye; meeting adjourned at 4:52 p.m.

Meeting reconvened in open session at 5:19 p.m.

Other

Commissioner Lohman commended the HR Manager for her work in combining the agility testing for area fire applicants. She advised that each department will be sending two people for training on the equipment to attain testing certification. There are still discussions on the protocol to be implemented. The testing results are valid statewide.

In response to an inquiry from the board, the City Attorney has advised that any copies of hearing documents can be brought to the Recording Secretary for destruction. Any notes will be retained in the file.

8. **Adjournment**

With no further business to discuss, Commissioner Lohman made a motion to adjourn; second by Commissioner Koeller; meeting adjourned at 5:26 p.m.

Jody C. Walker, Recording Secretary
Board of Fire & Police Commissioners