

**VILLAGE OF WESTERN SPRINGS  
BOARD OF FIRE AND POLICE COMMISSIONERS  
REGULAR MEETING MINUTES  
February 15, 2022**

**Present:** Chair Marcia Buell (present remotely); Commissioner James Maragos (present remotely, joined meeting 7:36 a.m., left meeting 8:11 a.m.); Commissioner Janet Dahl (present remotely); Brian Budds, Director of Police; Susan Depner, Police Administrative Services Coordinator

**Electronic Attendance:**

This meeting was conducted via Zoom online platform in accordance with Illinois Governor Executive Orders: Number 2020-07 dated March 16, 2020, Number 2020-10 dated March 20, 2020, Number 2020-18 dated April 1, 2020, and Number 2020-32 dated April 30, 2020 (“Stay at Home” Order).

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**Agenda Items:**

**1. Call to Order**

Chair Buell called the meeting to order at 7:16 a.m.

**2. Roll Call**

Chair Marcia Buell (present remotely), Commissioner James Maragos (present remotely, joined meeting 7:36 a.m., left meeting 8:11 a.m.), and Commissioner Janet Dahl (present remotely) were present. Also present in Police/Village Hall were Brian Budds, Chief of Police, and Susan Depner, Police Department Administrative Services Coordinator.

**3. Approval of Meeting Minutes – January 7, 2022**

**MOTION:** Commissioner Dahl made a motion to approve the minutes of the January 7, 2022 meeting. Chair Buell seconded the motion. All present were in favor and the motion was approved by voice vote.

**4. Public Comment**

None.

**5. Update on Entry-Level Testing Process**

Chief Budds stated that 11 candidates took the entry-level written test. Ten of the candidates passed the written test, so we will have 10 candidates at the oral interviews. They are now in the preliminary background stage, being fingerprinted and going on the required 8-hour ride along. Eight candidates are male, two candidates are female, one has military experience, and one is a certified officer currently working as a police officer. Ten is a smaller number of candidates than in the past. This is the current atmosphere nationwide, with numbers of applicants greatly declining.

Chief Budds explained that it is still difficult to get academy spots. We are on the list for six Illinois academies, but we may not get a spot in any of them until June. This is why it is critical to also have a lateral list, which leads into the next item on the agenda.

**6. Motion to Approve Lateral Entry Application Process**

Chief Budds explained that our last lateral list is exhausted and that it is wise to do another lateral process so that we will be able to choose candidates from the entry-level or lateral list. For this next lateral process, the Chief wants a quicker turnaround time. He would like the application window to be two weeks instead of five or six. His reasoning for this is in part that it is too much to manage the interview process if we have a large number of candidates, such as 20. If needed, the 2-week application window could be extended.

The Chief then explained that for this lateral list, he would like the starting pay to be Step B, which is approximately \$74,000 instead of the starting pay of the last lateral list, which was approximately \$70,000. This will give us a competitive advantage in attracting applicants. The two newest officers hired off the last lateral list will have their starting pay adjusted retroactively to match the new higher pay offered on the next lateral list. This change needs to be approved by the union. Negotiations are currently ongoing with the union to add side letter language to the contract that would allow lateral officers to start at Step B. After 18 months, they would move to Step C and then continue to move through the steps. Once we get union approval, the Board has to approve this, so it will likely be March when we launch the application.

The Chief asked the Commissioners if in this new lateral process, they agree to allow the Chief and staff to score the applicants on their experience and qualifications rather than the Chief, staff, and the Commissioners doing the scoring as in the last lateral process. This has been previously discussed. All Commissioners agreed to defer the scoring to the Chief and staff instead of participating themselves.

MOTION: Commissioner Dahl made a motion to approve the Police Department to launch a new lateral police officer hiring process. The motion was seconded by Chair Buell. The motion passed by a unanimous voice vote.

**7. Recess to Closed Session 5 ILCS 120/2(c)(1) - Discussion of the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employee(s) of the Public Body**

MOTION: Commissioner Maragos made a motion to adjourn to closed session. Chair Buell seconded the motion. The motion passed by a unanimous voice vote and the Commission adjourned to closed session at 7:43 a.m.

**8. Other Business**

None.

**9. Adjournment**

MOTION: Commissioner Dahl made a motion to adjourn the meeting and Chair Buell seconded the motion. The motion passed by a unanimous voice vote. The meeting adjourned at 8:20 a.m.

Respectfully submitted,

Susan Depner  
Administrative Services Coordinator