

**VILLAGE OF WESTERN SPRINGS
BOARD OF FIRE AND POLICE COMMISSIONERS
REGULAR MEETING MINUTES
September 8, 2021**

Present: Chair Marcia Buell; Commissioner James Maragos; Commissioner Janet Dahl; Brian Budds, Director of Law Enforcement Services; Ellen Baer, Director of Administrative Services; Susan Depner, Law Enforcement Services

Absent: Mike Kelly, Director of Fire and EMS

Agenda Items:

1. Call to Order

Chair Buell called the meeting to order at 7:05 a.m.

2. Roll Call

Chair Marcia Buell, Commissioner James Maragos, and Commissioner Janet Dahl were present. Also present were Brian Budds, Director of Law Enforcement Services, Ellen Baer, Director of Administrative Services, and Susan Depner, Police Department Administrative Services Coordinator.

3. Approval of Meeting Minutes – June 23, 2021

MOTION: Commissioner Dahl made a motion to approve the minutes of the June 23, 2021 meeting. Commissioner Maragos seconded the motion. All present were in favor and the motion was approved by voice vote.

4. Public Comment

None.

5. Update and Status of Lateral Testing Process

Chief Budds provided an update of the lateral testing process. We posted the application in August and received 17 applications. Several of the applicants did not meet the pre-requirements, especially the requirement of having served as a certified full-time officer for two continuous years. One applicant was disqualified because he did not submit the required reimbursement agreement after several requests. Another candidate withdrew his application. That leaves us with nine candidates. Of the nine, six are Chicago Police Department officers. Diversity is well-represented by the candidates, with three women, several Latinos, and one African-American candidate. Chief Budds is pleased with the total number of 17 applicants; many applicants who did not meet the pre-requirements were very close.

Chief Budds then referenced the section of the BFPC Rules that specifies lateral hiring requirements. There are five categories under which candidates will be scored by the five

raters – the three Commissioners, Chief Budds, and Director of Administrative Services Baer. The Chief stated that it is his goal that each rater be within two points of one another for each scoring category. The first category is Law Enforcement Experience (maximum score 10%). Chief Budds expects all the candidates to earn maximum points under this category as all have the basic police academy experience. The second and third categories, Law Enforcement Training Beyond the Basic Law Enforcement Course (maximum score 10%) and Training and Experience in Specialty Law Enforcement Functions (maximum score 20%), get more specific. The second category is lower-level training, where the candidate is not a trainer or assigned to a specialized assignment. The third category is higher-level training, such as being certified or assigned to a specialized assignment like detective. The Chief pointed out that some applicants will get lower scores on these two categories as they don't have as much experience. However, candidates are not to be scored against one another, but according to the criteria. Those who score lower in the second and third categories can make up points in the fourth and fifth categories, Oral Interview (maximum score 40%) and Writing Assessment (maximum score 20%). The writing assessment consists of three questions: a biography of the candidate, writing a basic police report, and a tactical exercise to see how a candidate would investigate a case. The candidates will have 30 minutes to answer the questions. The oral interview will consist of five questions, to be chosen by the Commission at today's meeting in closed session, and an overall assessment of the candidate's presentation skills. The Chief anticipates scoring the written assessment and oral interviews directly following each candidate's interview.

The Chief would like the Commission to meet in approximately 10 days after scoring is complete to certify the list. The date of September 15, 2021 at 8 a.m. was agreed upon.

6. 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 to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s) of the public body. The motion was seconded by Commissioner Dahl. The motion passed by a unanimous voice vote and the closed session convened at 7:33 a.m.

MOTION: Chair Buell made a motion to adjourn the closed session. Commissioner Maragos seconded the motion. The motion passed by a unanimous voice vote and the closed session adjourned at 9:15 a.m.

7. Other Business

None.

8: Adjournment

MOTION: Commissioner Dahl made a motion to adjourn the meeting and Commissioner Maragos seconded the motion. The motion passed by a unanimous voice vote. The meeting adjourned at 9:16 a.m.

Respectfully submitted,

Susan Depner
Administrative Services Coordinator