

**VILLAGE OF WESTERN SPRINGS
BOARD OF FIRE AND POLICE COMMISSIONERS
REGULAR MEETING MINUTES
September 15, 2021**

Present: Chair Marcia Buell; Commissioner James Maragos; Commissioner Janet Dahl; Brian Budds, Director of Law Enforcement Services; Mike Kelly, Director of Fire and EMS; Susan Depner, Law Enforcement Services

Agenda Items:

1. Call to Order

Chair Buell called the meeting to order at 8:05 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, Mike Kelly, Director of Fire and EMS, and Susan Depner, Police Department Administrative Services Coordinator.

3. Approval of Meeting Minutes – September 8 and September 9, 2021

MOTION: Commissioner Maragos made a motion to approve the minutes of the September 8 and September 9, 2021 meetings. Commissioner Dahl seconded the motion. All present were in favor and the motion was approved by voice vote.

4. Public Comment

None.

5. Certification of the Lateral Police Officer Eligibility List

Chief Budds provided a chart of the breakdown of the scoring of the eight candidates for lateral police officer and a copy of the final list. In the first three categories, ranking the candidates' law enforcement qualifications, each candidate received full points for the first category of Law Enforcement Experience. In the second and third categories, those candidates with more years of experience on the job received more points than those with 5 or less years of experience. It was difficult for younger officers to overcome that point differential, so the top candidates are the ones who have 5+ years of experience.

In compiling the eligibility list, Chief Budds used language recommended by Village Attorney Jurusik. He explained that the list doesn't expire the way the entry-level list does, but candidates drop off the list after two years. Chief Budds stated we could do an on-going list, but for now he wants to work off this list. If we did do an on-going list, new candidates would be integrated onto the list based on their scores, so they could bump current candidates on the list. The list would also have to track the date candidates were added to the list, in order to know the 2-year date in which they would drop off the list.

Each candidate on the list will get a letter and a copy of the list and will be notified if a background check is begun. We will use Gold Shield to do the background checks unless Gold Shield is unavailable to get them done in a timely manner. In that case, we will complete them ourselves. These background checks will differ from entry-level background checks because we will focus on the candidates' personnel files at their current place of employment.

Five of the eight candidates currently work for the Chicago Police Department (CPD). Chief Budds pointed out that the CPD just signed a new contract after going without for several years and the retro pay may affect some CPD officers' decision to leave that department for a new department.

In response to a question, Chief Budds explained how the lateral list and the entry-level list will integrate. The lists will be side-by-side lists. He anticipates doing background checks on the top candidate on each list when there is an opening. He will then recommend to the BFPC a candidate that he feels is the best fit. This way, we will have two lists to pull from. Commissioner Maragos suggests that we possibly do a lateral list annually to balance the department – young officers vs. experience. Chief Budds agreed and added that if we find the lateral list doesn't work out, we can forego it and remain with the entry-level list.

Chief Budds suggested that going forward, he and the Director of Administrative Services do the scoring for the police officer qualifications rather than the three commissioners being involved as well. The three commissioners all agreed to this.

It was also pointed out that in entry-level oral interviews, only the three commissioners take part, as opposed to the lateral oral interviews, that also included the Chief and the Director of Administrative Services. After discussion, it was agreed to continue the status quo for the entry-level oral interviews.

Chief Budds then pointed out that we will soon need to begin the process for creating a new entry-level list. He anticipates the written test in late fall and oral interviews in early 2022.

For the lateral eligibility list, Chief Budds is going to begin background checks on the top three candidates.

MOTION: Commissioner Dahl made a motion to certify the eligibility list of candidates for the position of lateral police officer with the Western Springs Police Department. The motion was seconded by Commissioner Maragos. The motion passed by a unanimous voice vote.

6. Other Business

None.

7. Adjournment

MOTION: Commissioner Maragos made a motion to adjourn the meeting and Commissioner Dahl seconded the motion. The motion passed by a unanimous voice vote. The meeting adjourned at 8:34 a.m.

Respectfully submitted,

Susan Depner
Administrative Services Coordinator