

*Sycamore Fire and Police Commission
Regular Meeting Minutes*

January 14, 2008

ROLL CALL

Chairman Petersen called the meeting to order at 1:00 p.m. Present at the meeting were Commissioner Samantha Dailey, Commissioner Ron Short, Police Chief Don Thomas, Fire Chief Bill Riddle, and City Attorney Kevin Buick.

APPROVAL OF AGENDA

Motion

Commissioner Short moved to approve the agenda and Commissioner Dailey seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 – 0.

APPROVAL OF THE MINUTES

Motion

Commissioner Dailey moved to approve the minutes from the November 5, 2007 meeting, as written, and Commissioner Short seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 – 0.

COMMUNICATIONS

A. Payment of Bills

Chairman Petersen reported that three bills had been received:

- The Illinois State Police invoiced \$39.25 for fingerprint processing for a Police Officer candidate
- The *Daily Chronicle* invoiced \$38.80 to publish the Public Notice of the Amendment to the Rules and Regulations on 11/7/07
- The Illinois Fire and Police Commissioners Association invoiced \$375.00 for 2008 Membership Dues

Motion

Commissioner Short moved to approve the payment of the bills totaling \$453.05 and Commissioner Dailey seconded the motion.

Vote

All Commissioners voted aye. Motion carried 2 – 0.

B. End of Probationary Period for Firefighter Erik Carlson

Chairman Petersen reported that a letter had been received from Chief Riddle acknowledging that Firefighter Erik Carlson had successfully completed his probationary period.

Recording Secretary Tritle stated that a congratulatory letter would be sent to Firefighter Carlson.

C. Letter of Resignation from Police Officer Marshall Flynn

Chairman Petersen reported that written confirmation had been received from Marshall Flynn in which he verified his intent to resign from the Sycamore Police Department effective December 19, 2007.

OLD BUSINESS

A. Update on the Hiring of Police Officer Candidates

Chief Thomas reported that:

- Andrew Neuman began his employment with the Sycamore Police Department on December 14, 2007 and he started classes at the Academy on January 7, 2008.
- Dana Allen was hired to replace Officer Flynn. She started with the Department on January 7th. Officer Allen is a certified Police Officer and will not need to attend the Academy. She is currently working third shift under the supervision of Field Training Officer Steve Elbrecht.
- It was originally planned that another Police Officer (new position) would be hired on May 1, 2008. Due to budgetary constraints, the hire date has been pushed back to August 1, 2008.
- Three Police Officers have indicated to the Chief that they may retire at the end of 2008.

B. Follow-up Discussion on Revising the Rules and Regulations of the Commission

City Attorney Kevin Buick reported that, with the help of Fire Chief Riddle and Police Chief Thomas, he had compiled a final draft of the Sycamore Rules and Regulations. He asked the Commissioners to review the draft and send him any suggestions or questions as soon as possible, as his goal is to have the final version completed for the Commissioners to approve at their regular meeting in March. He cautioned the Commissioners not to discuss the Rules and Regulations amongst themselves, as this would be a violation of the Open Meetings Act. Mr. Buick stated that he would also give the City Manager a copy of the final draft to review.

Commissioner Short asked Mr. Buick if the final draft should be given to the Police and Fire Unions to review as well. Mr. Buick stated that he had reviewed the union contracts to ensure that there is no conflict between them and the Rules and Regulations. Chief Thomas concurred that he saw no contract disagreements. Chief Riddle stated that the Fire union had worked with him on the revisions to ensure that they were in compliance with the Firefighters Promotional Act and Article 39 of the IAFF Collective Bargaining Agreement.

NEW BUSINESS

A. Fire Chief

Chief Riddle had no new business to report.

