

*Sycamore Fire and Police Commission
Special Meeting Minutes*

November 5, 2007

ROLL CALL

Chairman Petersen called the meeting to order at 1:30 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 October 15, 2007 meeting, as written, and Commissioner Short seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 – 0.

NEW BUSINESS

A. Discussion Concerning Permitting Police and Fire Candidates to Defer Their Acceptance of a Position with the City of Sycamore

Chief Thomas reported to the Commissioners that Jessica Oehler, who had recently been sent a contingent offer of employment with the Sycamore Police Department, was currently going through the testing process with the DeKalb Police Department. Since DeKalb cannot administer the medical or power tests until early December, Jessica told Chief Thomas that she did not think it would be fair to go through Sycamore's testing process if she ends up passing the tests and accepting the position in DeKalb. However, she also does not wish to decline the position with Sycamore in case the position in DeKalb falls through. Therefore, she has asked if she can decline the current position but remain on the list for consideration for future openings.

City Attorney Buick explained that, in 2006, a candidate was allowed to defer a job offer until a later date. He recommended that, if the Commissioners were considering allowing this for Ms. Oehler or any other candidates, they formalize this deferral process and include it in Sycamore's Rules and Regulations, which they are allowed to do under Home Rule. Mr. Buick advised the Commissioners to allow a one-time deferral, so the job offer is not open-ended. He also cautioned the Commissioners to keep the deferral process neutral and mechanical so that they will not need to evaluate the circumstances involved in each deferral request. Chairman Petersen recommended that some sort of time limit also be placed on a deferral. For example, a candidate could defer a job offer and become ineligible for consideration if a new position becomes available within a 90-

day period. After that 90-day period, the candidate would then become eligible for the next open position, at which point he or she would either have to accept or decline the offer. Chief Thomas agreed, adding that any reason a candidate may have for deferring a job offer should be able to be resolved within a 90-day period.

Chief Thomas asked if a candidate who defers a job offer would retain his or her current rank or be put at the bottom of the Eligibility List. Mr. Buick recommended that the candidate be kept at his or her current rank, since the actual bottom of the eligibility list is after those remaining candidates who have passed the written exam but have not yet been administered an oral exam.

Chairman Petersen asked if the deferral process would also apply to Fire candidates. Mr. Buick answered that it would. Chief Riddle agreed, stating that it is difficult to get good candidates and we should do whatever we can to keep the high-scoring candidates on our eligibility lists.

Mr. Buick asked the Commissioners to consider if a candidate should be allowed to defer a job offer one time per list or once in his or her lifetime. The Commissioners all agreed to once per list.

Motion

Commissioner Short moved to allow candidates a one time opportunity to defer consideration of a position that has been offered while remaining in place on the Final Fire or Police Eligibility list, with this election rendering the candidate unavailable for consideration for a 90 day period subsequent to the election. Commissioner Dailey seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 – 0.

Mr. Buick stated that he would amend Section 12 of the Sycamore Rules and Regulations to include the deferral language. He added that Ms. Oehler would need to be made aware of the amendment and make a new deferral request under the conditions imposed by it. Once this new deferral request is received, a job offer can then be extended to the next candidate on the Eligibility List. Chief Thomas reported that Jennifer Saam, the second candidate on the current list, called him to ask that her name be removed from the list as she no longer wishes to be considered for a position with the Sycamore Police Department. Therefore, the offer of employment should be extended to the third candidate on the list – Andrew Neuman-Latos. Chief Thomas also reported that Police Officer Marshall Flynn has announced his intention to leave the Sycamore Police Department sometime in December. Once he has submitted his formal resignation to the Commission, a job offer can be extended to candidate Dana Allen, who is currently working as a Police Officer at NIU.

CLOSED SESSION

Chairman Petersen reported that no issues had been reported to the Commissioners that required a closed session.

