

*Sycamore Fire and Police Commission
Regular Meeting Minutes
December 14, 2009*

ROLL CALL

Chairman Petersen called the meeting to order at 1:05 p.m. Present at the meeting were Commissioner Samantha Dailey, Commissioner Teresa Jacobson, Police Chief Don Thomas, Fire Chief Bill Riddle, and City Attorney Kevin Buick.

APPROVAL OF AGENDA

Motion

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

Vote

All Commissioners voted aye. Motion carried 3 - 0.

APPROVAL OF THE MINUTES

Motion

Commissioner Jacobson moved to approve the minutes from the September 28, 2009 regular meeting, as written, and Commissioner Dailey seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Motion

Commissioner Dailey moved to approve the minutes from the open session of the November 19, 2009 special meeting, as written, and Commissioner Jacobson seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Motion

Commissioner Dailey moved to approve the minutes from the closed session of the November 19, 2009 regular meeting and Commissioner Jacobson seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

COMMUNICATIONS

A. End of Probationary Period for Firefighter Ian Wheeler

Chairman Petersen read a letter sent to the Commission by Fire Chief Riddle in which he reports that Firefighter Ian Wheeler successfully completed his one year probationary period on October 8, 2009. Chief Riddle reminded the Commissioners that Firefighter Wheeler was a part of the Intern program and has worked in the Department for six years. A congratulatory letter will be sent to Firefighter Wheeler from the Commissioners.

B. Letter from the City Manager Concerning the Promotion of a Firefighter and the Hiring of a New Firefighter

Chairman Petersen read a letter sent to the Commission by City Manager Bill Nicklas in which he authorizes the Commission to promote the next Firefighter on the Fire Lieutenant Promotional List and to hire the next candidate on the Firefighter Eligibility List to replace the new Lieutenant. These actions are necessary to keep staffing at the current level when Lieutenant Shaun Penn is deployed for military duty in January.

Motion

Chairman Jacobson moved to confirm the promotion of Firefighter Robert Maciejewski to Lieutenant effective January 4, 2010 and Commissioner Dailey seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Motion

Chairman Jacobson moved to send a conditional offer of employment to Nicholas Young, the next candidate on the Firefighter Eligibility List, and Commissioner Dailey seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

OLD BUSINESS

A. Update on the Application Process for Police Officers

Chief Thomas reported that Jonathan Miller had successfully completed all of his pre-employment testing and that a final letter of hire was sent to him. Mr. Miller is scheduled to be sworn in on December 15, 2009.

Motion

Chairman Dailey moved to confirm the hiring of Police Officer Candidate Jonathan Miller and Commissioner Jacobson seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Chief Thomas also reported that Travis Tolsma, the next candidate on the Police Officer Eligibility List, had flunked his first polygraph exam, so the exam was repeated a second time, which Candidate Tolsma also failed. The Commissioners reviewed the written reports from Mr. Tolsma's background and polygraph exams. Chief Thomas informed the Commissioners that the next two candidates on the Eligibility list are both certified Police Officers who, therefore, will not need to attend the Academy. For this reason, he will not make a recommendation at this time to extend an offer of employment to the next candidate on the Eligibility List, though he did say that the background examinations on both of these candidates will be started.

Chief Thomas asked the Commissioners to go into closed session in order to have further discussion on the polygraph examination results that the Commissioners had reviewed.

Motion

Chairman Dailey moved to go into closed session for the purpose of discussing personnel issues. Commissioner Jacobson seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Closed session began at 1:20 p.m.

Motion

Chairman Petersen moved that the Commissioners return to open session and Commissioner Jacobson seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 - 0.

Open session reconvened at 1:28 p.m.

Chief Thomas recommended that the Commissioners eliminate Travis Tolsma as a candidate for the position of Police Officer with the Sycamore Police Department due to his failure to pass the polygraph and background examinations.

Motion

Commissioner Jacobson moved to reject Police Officer candidate Travis Tolsma due to his failure to pass the polygraph and background examinations and Commissioner Dailey seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 - 0.

B. Update on Adding the POWER Test as an Eligibility Requirement for the Police Testing Process

Chief Thomas informed the Commissioners that he was not ready to make a recommendation on this matter at this time.

C. Update on Amending the Rules and Regulations to Conform with the New Illinois Employment Laws Affecting Police and Fire Candidates in 2010

City Attorney Kevin Buick reviewed the two Public Acts that affect the Rules and Regulations of the Commission:

1. Public Act 96-0083 changes the definition of active duty for military preference points to include time spent by an applicant in military training and service schools. Mr. Buick explained that Sections 8, 9, and 14 of the Rules and Regulations control the granting of preference points based upon State statute, so no amendment to the Rules and Regulations will be needed.
2. Public Acts 96-0472, which took effect in August 2009, expands the maximum age for the hiring of Police Officer candidates who exceed age 35 by the number of years the applicants served on military duty, up to 10 years. Mr. Buick explained that this Act will require an amendment to the Rules and Regulations, which he will have ready for the Commissioners meeting in March.

NEW BUSINESS

A. Approval of the Bills

Chairman Petersen reported that four bills totaling \$1,150.00 were received – one for \$400.00 from Braden Counseling for the administration of a psychological exam to a Police Officer Candidate, one for \$325.00 for the annual membership dues for the Illinois Fire and Police Commission Association, one for \$125.00 for the administration of a polygraph exam for a Police

Officer Candidate, and one for \$250.00 for the administration of a polygraph examination to a second Police Officer candidate.

Motion

Commissioner Dailey moved to approve the payment of the four bills totaling \$1,150.00 and Commissioner Jacobson seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

B. Fire Chief

Fire Chief Riddle had no new business to report.

C. Police Chief

Chief Thomas reported Police Officer Doug Martha is currently on medical leave and is due to be released back to work on December 31 or January 1. Officer Martha is contemplating retiring at that time, which may necessitate the hiring of a replacement for him.

Chief Thomas also reported that former Sycamore Police Officer Christie Haas is a candidate on the Warrenville Police Department's Eligibility List and that a representative from their Department had come to Sycamore to inspect her personnel records.

Chief Thomas informed the Commissioners that former Police Officer Candidate Adam Watson had contacted twice wanting an explanation as to why he was eliminated as a candidate. Chief Thomas said that he explained to Mr. Watson that there were inconsistencies in his background, polygraph, and psychological exams. Chief Thomas instructed Mr. Watson to send a written request to the Commission if he wanted more information. At this point in the meeting, Mr. Watson arrived and hand delivered a letter to the Commissioners, who reviewed his request. Commissioner Dailey asked Mr. Buick if the Commissioners were required to respond. Mr. Buick answered that they were not obligated to respond, since they had already sent him a letter informing him of the reason for his disqualification. However, Mr. Buick recommended that the Commissioners politely respond to Mr. Watson's letter and said that he would draft a letter and confer with Chairman Petersen before sending it to Mr. Watson.

CLOSED SESSION

Motion

Commissioner Jacobson moved to go into closed session for the purpose of conducting the semi-annual review of all closed session minutes and Commissioner Dailey seconded the motion.

Vote

All of the Commissioners voted aye. Motion carried 3 – 0.

Closed session began at 1:55 p.m.

Motion

Commissioner Jacobson moved that the Commissioners return to open session and Commissioner Dailey seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 - 0.

Open session reconvened at 2:10 p.m.

Motion

Commissioner Dailey moved to keep all closed session minutes closed and Commissioner Jacobson seconded the motion.

Vote

All Commissioners voted aye. Motion carried 3 - 0.

ADJOURNMENT

Motion


A motion to adjourn the meeting was made by Commissioner Jacobson and was seconded by Commissioner Dailey.

Vote

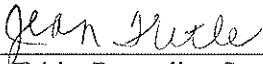
All of the Commissioners voted aye. Motion carried 3 - 0

The meeting was adjourned at 2:20 p.m.

Minutes accepted by:

	3/15/10
_____ Jeff Petersen, Chairman	_____ Date

Attest:

	3/15/10
_____ Jean Tritle, Recording Secretary	_____ Date