

*Sycamore Fire and Police Commission  
Regular Meeting Minutes*

*March 7, 2011*

**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, Fire Chief Mark Kessler, Police Chief Don Thomas, and City Attorney Kevin Buick

**APPROVAL OF AGENDA**

**Motion**

Commissioner Jacobson moved to amend the agenda to include a discussion about establishing a promotional testing schedule. Commissioner Dailey seconded the motion.

**Vote**

All Commissioners voted aye. Motion carried 3 - 0.

**APPROVAL OF THE MINUTES**

**Open Session**

**Motion**

Commissioner Dailey moved to approve the minutes from the open session of the regular Commission meeting on December 6, 2010 as written, and Commissioner Jacobson seconded the motion.

**Vote**

All Commissioners voted aye. Motion carried 3 - 0.

**Closed Session**

**Motion**

Commissioner Jacobson moved to approve the minutes from the closed session of the regular Commission meeting on December 6, 2010 as written, and Commissioner Dailey seconded the motion.

**Vote**

All Commissioners voted aye. Motion carried 3 - 0.

**OLD BUSINESS**

**A. Amendment of the Rules and Regulations**

1. Firefighter Qualifications and Testing

The following changes proposed by Fire Chief Kessler were discussed:

- a) The definition of a recognized Fire Academy
- b) Residency requirements
- c) Certifications required at time of application
- d) Required documents to be submitted with application (proof of birth, education, and certifications; driver's license; CPAT card
- e) Minimum passing grade for the written and oral exams
- f) Changes to the preference points awarded to POC's who participate in the Fire Department's intern program

Due to time constraints, further discussion on this topic was postponed and a special meeting of the Commission will be held on March 30, 2011 at 1:00 p.m. in order to complete the review of the changes proposed.

2. Police Officer Testing

Discussion postponed until the special meeting on March 30, 2011.

**B. Approval of the Hiring of Police Officer Sadie Pristave**

Lt. Johnson reported that Police Officer Pristave began her full-time employment with the Department on December 30, 2010 and is currently working with the Field Training Officers.

**Motion**

Commissioner Jacobson moved to ratify the hiring of Police Officer candidate Sadie Pristave and Commissioner Dailey seconded the motion.

**Vote**

All Commissioners voted aye. Motion carried 3 - 0.

**NEW BUSINESS**

**A. Approval of the Bills**

Chairman Petersen reported that the Commission had received one invoice totaling \$400.00 from the Braden Counseling Center for the administration of the psychological exam to Police Officer candidate Sadie Pristave.

**Motion**

Commissioner Dailey moved to approve the payment of the invoice totaling \$400.00 and Commissioner Jacobson seconded the motion.

**Vote**

All Commissioners voted aye. Motion carried 3 - 0.

**B. End of Probationary Periods**

1. Firefighter Nicholas Young

Chairman Petersen reported that the Commission had received a letter from Chief Kessler in which he reported that Firefighter Nicholas Young had successfully completed his probationary period effective January 4, 2011.

2. Police Officer John Keacher

Chairman Petersen reported that the Commission had received a letter from Chief Thomas in which he reported that Police Officer John Keacher had successfully completed his probationary period effective March 1, 2011.

Chief Kessler and Lt. Johnson both stated that Firefighter Young and Officer Keacher were doing well and fit well into their respective Departments. Chairman Petersen said that a letter would be sent to both employees to congratulate them on their accomplishment.

**C. Testing Schedule to Establish a List of Entry-level Police Officer Candidates**

Recording Secretary Tritle reported that she had contacted I/O Solutions to reserve a date with them to administer the written exam. Orientation and the written exam are scheduled to be held on Saturday, June 11, 2011. Ms. Tritle asked Lt. Johnson if the

basement in the new addition to the Police Department could be used for this purpose. Since he was not sure if it would be ready by that time, Ms. Tritle said that she would reserve the Community Room at the Library, which has worked well in the past. Chairman Petersen asked the Commissioners to check their schedules for a time in August in which to administer the oral examinations.

**D. Fire Chief**

Chief Kessler reported that legislation has been proposed in the Illinois House (HB1576) which would amend the procedures currently in place for the testing and appointment of full-time firefighters. The bill mirrors the provisions in the Firefighter Promotional Act and, if passed, would essentially replace the local testing process at the entry-level. One of the provisions of the bill is to establish a statewide consortium for testing; open positions would be filled by the list established by the consortium and there would be no oral interview at the local level. It would apply to both home-rule and non-home rule communities.

**E. Police Chief**

Lt. Johnson informed the Commission that Police Officer Jonathan Miller would be completing his probationary period at the end of March.

**ADJOURNMENT**

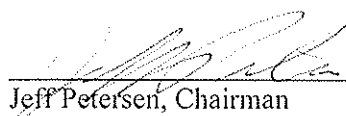
**Motion**

Commissioner Dailey moved to adjourn the meeting at 2:55 p.m. and Commissioner Jacobson seconded the motion.

**Vote**


All Commissioners voted aye. Motion carried 3 - 0.

Minutes accepted by:

  
\_\_\_\_\_  
Jeff Petersen, Chairman

3-30-17  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_  
Jean Tritle, Recording Secretary

3/30/17  
\_\_\_\_\_  
Date