

*Sycamore Fire and Police Commission  
Regular Meeting Minutes*

*March 15, 2010*

**ROLL CALL**

Chairman Petersen called the meeting to order at 1:00 p.m. Present at the meeting were: Commissioner Samantha Dailey, Commissioner Teresa Jacobson, Police Chief Don Thomas, Assistant Fire Chief Mark Kessler and City Attorney Kevin Buick.

**APPROVAL OF AGENDA**

**Motion**

Commissioner Dailey moved to approve the agenda, as written, 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 open session of the December 14, 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 closed session of the December 14, 2009 regular meeting, as written, and Commissioner Jacobson seconded the motion.

**Vote**

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

**COMMUNICATIONS**

**A. End of Probationary Period for Police Officer Bradley Caldwell**

Chairman Petersen read a letter sent to the Commission from Chief Thomas in which he informed the Commission that Police Officer Caldwell successfully completed his probationary period on December 15, 2009. Chief Thomas reported that Officer Caldwell was performing well. A congratulatory letter would be sent to Officer Caldwell on the Commissioners' behalf.

**OLD BUSINESS**

**A. Amendment to the Sycamore Fire and Police Commission Rules and Regulations**

City Attorney Kevin Buick explained that State Statutes had been modified to expand 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 and that this change will require an amendment to Chapter II, Section 7 of the Sycamore Fire and Police Commission Rules and Regulations to ensure that our Rules are not in conflict with State Statutes. Notice of the proposed amendment will be published in the Chronicle and will become effective on March 31, 2010.

**Motion**

Commissioner Jacobson moved to approve the amendment to Chapter II, Section 7 of the Sycamore Fire and Police Commission Rules and Regulations and Commissioner Dailey seconded the motion.

**Vote**

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

**NEW BUSINESS**

**A. APPROVAL OF THE BILLS**

Chairman Petersen reported that two invoices for \$400 each were received from Braden Counseling for the administration of pre-employment psychological exams to one Firefighter candidate and one Police Officer candidate.

**Motion**

Commissioner Dailey moved to approve the payment of \$800 to Braden Counseling and Commissioner Jacobson seconded the motion.

**Vote**

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

**B. CONFIRMATION OF THE HIRING OF FIREFIGHTER NICHOLAS YOUNG**

Chairman Petersen reported that Nicholas Young had successfully completed all of his pre-employment testing and began working as a full-time Firefighter on January 4, 2010. Assistant Chief Kessler stated that Firefighter Young was doing very well on the job.

**Motion**

Commissioner Dailey moved to confirm the hiring of Firefighter Nicholas Young and Commissioner Jacobson seconded the motion.

**Vote**

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

**C. CONFIRMATION OF THE HIRING OF POLICE OFFICER JOHN KEACHER**

Chairman Petersen reported that John Keacher had successfully completed all of his pre-employment testing and began work as a Police Officer on March 1, 2010. Chief Thomas reported that Officer Keacher is also doing very well on the job.

**Motion**

Commissioner Jacobson moved to confirm the hiring of Police Officer John Keacher and Commissioner Dailey seconded the motion.

**Vote**

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

**D. FIRE CHIEF**

Assistant Chief Kessler reminded the Commissioners that the current Firefighter eligibility list will expire on September 1, 2010. Chairman Petersen said that the Commissioners will set the testing dates at their May meeting.

Assistant Chief Kessler also informed the Commissioners that the City is currently undergoing the interviewing process in order to hire two Assistant Fire Chiefs to start on May 1, 2010. There were about 49 applicants, one of which whom is an internal candidate.

## **E. POLICE CHIEF**

Chief Thomas reported that he had received a letter from Police Officer Doug Martha in which he stated his intention to retire on May 2, 2010. Officer Martha will use accrued time in order to take the month of May off from work, so his last official day on duty will be March 31<sup>st</sup>. Chief Thomas is hoping to hire a replacement for Officer Martha in May or June, and will ask for approval from the Commission at their May meeting. He said that, by the time of that meeting, the background examinations of the next four candidates on the list will be completed and that he would like to hire the next certified candidate on the list.

Chief Thomas explained that he is also proposing that another Patrol Sergeant be added to the Command staff. If this is approved, he will ask the Commissioners at their May meeting to approve the promotion of the next candidate on the promotional list, Officer Justin Kness.

The Chief also stated that he will present a report on his findings from a survey he conducted regarding the use of the POWER physical fitness test by other Police Departments in the state. He added that the City of Chicago uses the POWER test and they have never been sued.

Chief Thomas informed the Commissioners that Police Officer Jonathan Miller will graduate from the Academy on March 25, 2010.

### **CLOSED SESSION**

#### **Motion**

Commissioner Jacobson moved that the Commissioners go into closed session to discuss personnel issues. Commissioner Dailey seconded the motion.

#### **Vote**

All Commissioners voted aye. Motion carried 3 - 0.

Closed session began at 1:30 p.m.

#### **Motion**

Commissioner Dailey 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 1:40 p.m.

The Commissioners will meet again on May 3, 2010 at 1:00 p.m., at which time they will elect officers and review the Annual Report to the Council.

### **ADJOURNMENT**

#### **Motion**

Commissioner Dailey moved to adjourn the meeting at 1:42 p.m. and Commissioner Jacobson seconded the motion.

#### **Vote**

All Commissioners voted aye. Motion carried 3 - 0.

Minutes accepted by:

Jeff Petersen 5/3/10  
Jeff Petersen, Chairman Date

Attest:

Jean Trille 5/3/10  
Jean Trille, Recording Secretary Date