

Minutes of the West Dundee
Police and Fire Commission meeting held
Tuesday, September 18, 2012

Meeting Called to order at 7:05 p.m.

1. Roll call.

Present; Fred Kleeburg, Jeff Mack

2. Approval of Minutes

A. Jeff Mack moved to accept the minutes of the May 7, 2012 meeting with the following amendments:

1. Change sergeant to fire lieutenant.
2. Add the total for 2010 testing.
3. Change September 17 to September 18.

Fred Kleeburg seconded and will make the changes. Motion passed.

3. Treasurer's report.

No bills are due.

4. Old Business.

A. Police department entry level applications will be available from September 27 thru October 11, 2012. Police department orientation will be held on Wednesday, November 7, 2012 at 7:00 p.m. at PSB #2. Number of candidates will dictate the exact location (bay floor or training room). The police department entry test will be conducted on Saturday, November 10, 2012. The exam will be held at Dundee-Crown High School at 10 a.m. unless arrangements can be made for an earlier time. The candidates will participate in the POWER test for demonstration purposes and all candidates will continue in the testing process regardless of performance on the POWER test.

B. Promotional testing

1. The police department sergeant promotional exam will be conducted on December 1, 2012. The exam will be written by RMA Associates as a 100 question written exam. The commission will administer the exam at 9:00 a.m. at PSB #2 in the training room.

2. Chief Wieteska has amended the reading list for the sergeant promotional exam and purchased the necessary volumes for the candidates to study. He will have his promotional potential ratings to the commission in a sealed envelope prior to the administration of the written exam. These will remain sealed until the conclusion of the oral interviews at which time they will be unsealed and used to calculate the scores. See the attached Fact Sheet for scoring breakdown.

3. Chief Wieteska will have some suggestions for questions for the oral interviews. The commission will consider some of his suggestions. Hopefully, new commission trustee Todd Rohlwing will have further suggestions on freshening up the questions for the oral interviews.

5. New Business.

A. Todd Rohlwing has been appointed as the new commission trustee to replace Jeff Golden after his resignation.

B. Illinois Police and Fire Commissioners Association is hosting a seminar on November 3, 2012 at the Pheasant Run Convention Center in St. Charles, Illinois. Fred Kleeburg is planning on attending and hopefully Todd Rohlwing and Fire Chief Randy Friese will also be able to attend.

6. Adjournment.

Jeff Mack moved to adjourn at 7:53 p.m., Fred Kleeburg seconded. Motion passed. The next regular business meeting is scheduled for December 5, 2012 at 7:00 p.m. at WDPSB #2.

Submitted,

Approved,

Frederick V. Kleeburg
Secretary

Jeffrey J. Mack
Chairman