

Minutes of the West Dundee  
Police and Fire Commission  
Tuesday, September 6, 2016

1. Meeting called to order at 7:03 p.m.
2. Roll call;  
Present;, Todd Rohlwing, Jeff Mack, Kevin Rynders  
Also present; Chief Freise, Chief Wieteska
3. Public Forum; None
4. Approval of Minutes;
  - A. Motion by Chairman Mack to approve the minutes of the May 9, 2016 Commission Meeting. Commissioner Rynders seconded. The Motion was passed.
  - B. Motion by Chairman Mack to approve the minutes of the August 3, 2016 Special Commission meeting. Motion was seconded by Commissioner Rynders. Motion was passed.
5. Correspondence; None
6. Old Business;
  - A. Fire Department Entrance Exam
    1. Chief Freise compiled an application packet for Stanard based our previous applications. These packets contained a great deal of background information which are essential for future background checks.
    2. October 25<sup>th</sup> was selected by the board as the examination date as it was during the week in effort to get a larger pool of candidates.
    3. The job posting will be placed with the Blue Line and a newspaper announcement. Commissioner Rynders will also attempt to place ad on FD Careers.
    4. The topic of prorated preference points for years of service with West Dundee was tabled as this would require a rules change.
    5. The number of candidates who score a minimal 70% to be interviewed will be determined based on number of applicants and shared at orientation prior to written test.
    6. Language change on posting to include CPAT at time of conditional offer of employment was requested for new posting.
  - B. Police Department Sergeant Promotional exam
    1. Chief Wieteska advised that 9 officers were eligible to test. Originally 8 officers indicated that they would test. That number changed to 7 with one withdrawal from the process. 7 candidates will take the written examination on September 10, 2016.
    2. Chief Wieteska advised October 4<sup>th</sup> and 5<sup>th</sup> were reserved for interviews and he would have interview times at the written examination. He also confirmed that he would be present on the night of the interviews for possible clarification on candidate's answers and access to personnel files.
    3. The Chiefs points worth 20 points will be sealed and presented to the board and be kept sealed until after the oral interviews.
    4. The topic of "Rule of Three" concerning the Chief's ability to select anyone of the top three candidates was tabled for later discussion and this may also require rule changes.

7. New Business;

A. Expenditures

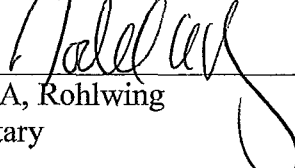
1. The board discussed sending Commissioner Rynders to an upcoming training seminar to become a certified Police and Fire Board Commissioner. Secretary Rohlwing would speak to Village Manager Cavallaro to ensure funds are available.
2. The purchase of two sets of Police and Fire Board Rules was also discussed. An inquiry will be made to secure these manuals.

8. Executive Session; None

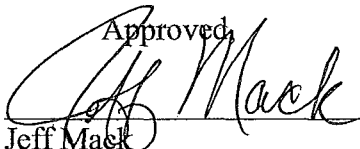
9. Adjournment;

Jeff Mack moved to adjourn at 8:04 PM. Commissioner Rynders seconded. Motion passed. Last meeting is scheduled for December 6, 2016.

Submitted,

  
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Todd A. Rohlwing  
Secretary

Approved,

  
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Jeff Mack  
Chairman