

Minutes of the West Dundee
Police and Fire Commission special meeting held
Tuesday, March 8, 2016

1. Meeting Called to order at 7:02 p.m.

2. Roll call;

Present; Fred Kleeburg, Todd Rohlwing, Jeff Mack
Also present; Chief Wieteska

3. Public Forum; None

4. Approval of Minutes; None

5. Correspondence; None

6. Old Business;

A. Police Department

1. The last promotional test in 2012 was written by RMA Associates and cost \$880.00. Chief Wieteska has researched having the exam written by Stanard & Associates. Their cost breakdown is
\$100.00 per exam
\$10.00 for study guide per applicant
\$110.00 total per applicant

There would also be a \$10.00 fee for an administrative guide so the Commission can administer the test themselves. Based on these figures, the cost per applicant is comparable between vendors. The Stanard exam is based on 5 books, available for rent or purchase. The department will purchase 2 sets of the books and make them available to the candidates via check-out at the station.

2. Allowing for one month to acquire the books, and 120 days of study period from posting of fact sheet on or about May 2, 2016, the written exam is tentatively scheduled for mid-September with oral interviews the week of September 26, 2016.

3. Scoring breakdown will be 50% written, 30% oral interview and 20% promotional potential rating.

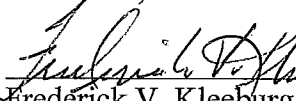
7. New Business; None

8. Executive Session; None

9. Adjournment;

Jeff Mack moved to adjourn at 8:09 pm. Todd Rohlwing seconded. Motion passed. Another special meeting is scheduled for Tuesday, April 5, 2016.

Submitted,


Frederick V. Kleeburg
Secretary

Approved,


Jeff Mack
Chairman