

**MINUTES FOR REGULAR MEETING OF THE BOARD OF FIRE AND POLICE COMMISSIONERS, Village of Carol Stream, County of DuPage, Illinois**

November 9, 2021

The Regular Meeting of the Carol Stream Board of Fire and Police Commissioners was held on November 9, 2021 at Village of Carol Stream, 500 N. Gary Ave., Carol Stream IL. The meeting was called to order at 5:01 pm and roll call was called.

PRESENT: (2) Chairman Briggs, Commissioner Hoffman  
ABSENT: (0)

Also in attendance was Police Chief William Holmer and Human Resources Director Caryl Rebholz.

A motion was made by Commissioner Hoffman and seconded by Chairman Briggs to approve the Minutes of the October 13, 2021 Regular Board Meeting.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Commissioner Hoffman and seconded by Chairman Briggs to approve, but not release the Executive Session Minutes of the October 13, 2021 Regular Board Meeting.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

**CORRESPONDENCE:**

Updated Eligibility List – Received.

**OLD BUSINESS:**

Commissioners reviewed an updated meeting and written examination date request for the upcoming entry-level testing schedule based on information that a neighboring agency was also administering a written examination for police officer on the original recommended date. A new meeting date of 2/9/21, and a new written examination date of 2/19/21 was confirmed.

**NEW BUSINESS:**

Commissioners reviewed change recommendations to the Board of Fire and Police Rules and Regulations regarding entry-level police officer hiring, as well as a function clarification regarding Officers of the Board and their duties. A synopsis of the changes as follows:

- Clarification that the function of maintaining documents is handled through the Village's Human Resources department on behalf of the Board of Fire and Police Commission with minutes held in the Village Clerk's Office.

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- Addition of cannabis to the habitual use section *to extent that performance may be diminished on the job* as a discretionary disqualifier.
- Removal of the reference to firefighters as the Carol Stream Fire Protection District is governed by a separate body.
- Change in the amount of time to post the preliminary eligibility list from 20 days to 60 days after the written examination, mirroring State Statute.
- Providing further clarification that claims for preference points shall be verified.
- Amendments to the lateral-entry process as follows:
  1. Removal of the ambiguous language regarding candidate certification in Illinois: Many applicants certified in other states are able to receive reciprocity certification from Illinois upon hire.
  2. Removal of requirement for candidates to complete a physical agility examination: All certified candidates have already completed an academy that would have required this.
  3. Clarification that candidates will be removed from the list after two (2) years.
- Removal of a sentence regarding what the polygraph service will do as a function of their own processes.
- Various grammar corrections.

A motion was made by Commissioner Hoffman and seconded by Chairman Briggs to approve the amendments to the Board of Fire and Police Commissioners Rules and Regulations as presented.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSENT: (0)

Commissioners reviewed a memo submitted by Chief of Police Holmer, along with supporting materials regarding candidate #88 from the police officer final eligibility list.

A motion was made by Chairman Briggs and seconded by Commissioner Hoffman to make the following findings of fact and to disqualify and remove candidate #88 from the eligibility list:

- Candidate has attempted deception in the application, supporting documents, examinations or other submissions to or dealings with the Board, the Department or the Village.

That based upon these findings the candidate be disqualified for further employment consideration.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

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A motion was made by Commissioner Hoffman and seconded by Chairman Briggs to go into executive session at 5:07 p.m. for the purpose of conducting an oral interview with candidate #90 for the position of Police Officer.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Chairman Briggs and seconded by Commissioner Hoffman to reconvene into Open Session at 5:55 p.m.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Chairman Briggs and seconded by Commissioner Hoffman to not make a conditional offer of employment to Candidate #90 based upon the candidate's oral interview responses.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

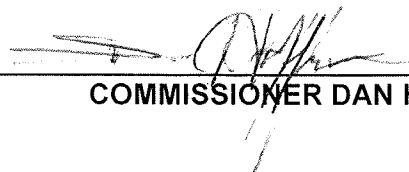
A motion was made by Chairman Briggs and seconded by Commissioner Hoffman to adjourn the Regular Meeting at 6:08 pm.

AYES: (2) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

**FOR THE BOARD OF FIRE AND POLICE COMMISSIONERS**



CHAIRMAN KEITH BRIGGS



COMMISSIONER DAN HOFFMAN