

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

December 12, 2023

The Regular Meeting of the Carol Stream Board of Fire and Police Commissioners was held on December 12, 2023 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: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
ABSENT: (0)

Also in attendance was Police Chief Don Cummings, Human Resources Director Caryl Rebholz, Deputy Chief Cluever, Sergeant Bucholz, Officer Pope, Officer Plumb, Officer Mabbitt and Village Manager William Holmer.

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to approve the Minutes of the November 7, 2023 Regular Board Meeting.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Secretary Hoffman and seconded by Commissioner Murcia to approve, but not release the Executive Session Minutes of the November 7, 2023 Regular Board Meeting.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

**CORRESPONDENCE:**

Updated Eligibility List – Received.

**OLD BUSINESS:**

**NEW BUSINESS:**

Commissioners reviewed a memo submitted by Chief of Police Cummings, along with supporting materials regarding candidate #51 from the police officer final eligibility list.

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to make the following findings of fact and to disqualify and remove candidate #51 from the eligibility list:

- Candidate omitted information as part of the application process;
- Candidate attempted deception and/or untruthfulness in response to questions during the application process;

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- Candidate is found to have taken an illegal drug identified as a Schedule I, II, or III controlled substance within the last 10 years of submitting the original application;

Commissioners reviewed a memo submitted by Chief of Police Cummings, along with supporting materials regarding candidate #59 from the police officer final eligibility list.

A motion was made by Secretary Hoffman and seconded by Commissioner Murcia to make the following findings of fact and to disqualify and remove candidate #59 from the eligibility list:

- Candidate attempted deception and/or untruthfulness in response to questions during the application process;
- Candidate is found to have engaged in the illegal use of cannabis within the past (3) years of submitting the original application;

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

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to go into executive session at 5:04 p.m. for discussion and selection of candidates for a Police Sergeant vacancy as well as to conduct a prearranged interview for entry-level police.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to reconvene into open session at 5:10 pm.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Secretary Hoffman and seconded by Commissioner Murcia to select candidate Danae Pope for promotion to Police Sergeant with an effective date yet to be determined by the Village.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

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A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to reconvene into Executive session at 5:11 pm. for the purpose of conducting an oral interview with candidate #45 for the position of Police Officer, noting that the second scheduled interview with candidate #48 had been cancelled due to the candidate's withdrawal.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to reconvene into Open Session at 6:05 p.m.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

A motion was made by Commissioner Murcia and seconded by Secretary Hoffman to make a conditional offer of employment to Candidate #45 based upon the candidate's oral interview responses.

AYES: (3) Chairman Briggs, Secretary Hoffman, Commissioner Murcia  
NAYS: (0)  
ABSTAIN: (0)

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

AYES: (3) Chairman Briggs, Commissioner Hoffman  
NAYS: (0)  
ABSTAIN: (0)

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



**CHAIRMAN KEITH BRIGGS**



**SECRETARY DAN HOFFMAN**



**COMMISSIONER GABE MURCIA**