



# VILLAGE OF WINNETKA

## Board of Fire & Police Commissioners

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### Special Meeting Notice

Thursday, March 22, 2018

5:30 PM

Village Hall Conference Room

510 Green Bay Road

Winnetka, IL 60093

### AGENDA

- 1) Call to Order
- 2) Public Comment
- 3) Approval of Minutes
  - a. February 13, 2018
  - b. February 22, 2018
- 4) New Business
  - a. April Meeting Dates
  - b. Patrol Officer- Call for Entry Level Examination
- 5) Closed Session
- 6) Other Business
  - a. Conditional Offers of Employment for the Position of Firemedic
- 7) Adjournment

**VILLAGE OF WINNETKA  
BOARD OF FIRE & POLICE COMMISSIONERS  
MINUTES**

February 13, 2018

Approved: TBD

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held in the Village Hall Conference Room (510 Green Bay Road) on Tuesday, February 13, 2018, at 5:30 p.m.

1) Call to Order. Chairperson Benson called the Special Meeting to order at 5:43 p.m.

Present: Chairperson Margaret (Meg) Benson, Commissioner Wes Baumann, Commissioner Ed Woodbury, Fire Chief Alan Berkowsky, Deputy Fire Chief John Ripka, Assistant Village Manager Megan E. Pierce, and Benefits Coordinator Lizzy Storkman (Board Secretary).

Absent: None.

Also Present: None.

2) Public Comment and Questions. None.

3) Approval of Minutes.

Commissioner Woodbury moved to approve the minutes of the December 5, 2017 Board of Fire and Police Commissioners meeting as presented. The motion was seconded by Commissioner Baumann. The motion carried 3-0.

4) New Business.

Assistant Village Manager Pierce updated the Board on the revised agenda format and meeting procedures. Staff continues to review BFPC rules and processes and anticipates having new rules formally developed for the Board's review and approval by early summer.

For Patrol Officer hiring, staff reported that there has not been a great deal of success during departmental pre-screening interviews. With more interviews taking place this week, staff anticipates having candidates ready to interview with the Board at the next scheduled meeting on February 22.

a) March Meeting Dates

i) Benefits Coordinator Storkman explained the likelihood that the Board would need to set additional meeting dates in March for additional Patrol Officer and Firemedic interviews as more candidates are being processed off the current Eligibility Lists. The Board selected March 8 and March 22 as tentative meeting dates for interviews should candidates be available.

b) Public Comment Rules for Advisory Boards

i) Assistant Village Manager Pierce explained that to encourage transparency and make clear the guidelines for Public Comment, the Village Attorney and staff developed formal rules for all Village advisory boards. These rules specify that meeting agendas now include a time for public comment at the beginning of the meeting that does not have to be related to an item on the agenda, and that the public could also comment at the time a specific agenda item is being addressed.

Commissioner Baumann moved for the Board to adopt the Village's Public Comment Rules for Advisory Bodies. The motion was seconded by Commissioner Woodbury. The motion carried 3-0.

5) Closed Session.

Commissioner Woodbury moved to adjourn to closed session pursuant to Section 2(c)1 of the Open Meetings Act to conduct interviews for the position of Firemedic. The motion was seconded by Commissioner Baumann. The motion carried 3-0.

The Board adjourned to closed session at 6:04 p.m.

The Board returned from closed session at 7:13 p.m.

6) Other Business.

a) Conditional Offers of Employment for the Position of Firemedic

Commissioner Baumann moved to authorize staff to extend a conditional offer of employment to Patrick McGuire for the position of Firemedic, subject to the successful completion of post-offer examinations and procedures, and to authorize the Chairperson to sign the Certificate of Appointment for the candidate who accepts the offer and successfully completes the post-offer examinations. Commissioner Woodbury seconded the motion. The motion carried 3-0.

Commissioner Woodbury moved to authorize staff to extend a conditional offer of employment to Damian Carbone for the position of Firemedic, subject to the successful completion of post-offer examinations and procedures, and to authorize the Chairperson to sign the Certificate of Appointment for the candidate who accepts the offer and successfully completes the post-offer examinations. Commissioner Baumann seconded the motion. The motion carried 3-0.

Commissioner Baumann moved to remove candidate Justin Sanchack from the Firemedic Eligibility List. The motion was seconded by Commissioner Woodbury. The motion carried 3-0.

7) Adjournment. Commissioner Woodbury moved to adjourn the Special Meeting. Chairperson Benson seconded the motion. On a voice vote, Chairperson Benson declared the motion passed unanimously. The meeting adjourned at 7:15 p.m.

Respectfully submitted,

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Secretary, Board of Fire & Police Commissioners

**VILLAGE OF WINNETKA  
BOARD OF FIRE & POLICE COMMISSIONERS  
MINUTES**

February 22, 2018

Approved: TBD

A record of a legally convened Special Meeting of the Winnetka Board of Fire & Police Commissioners, which was held in the Village Hall Conference Room (510 Green Bay Road) on Thursday, February 22, 2018, at 5:30 p.m.

- 1) Call to Order. Chairperson Benson called the Special Meeting to order at 5:53 p.m.

Present: Chairperson Margaret (Meg) Benson, Commissioner Wes Baumann, Interim Police Chief Marc Hornstein, and Benefits Coordinator Lizzy Storkman (Board Secretary).

Absent: Commissioner Ed Woodbury

Also Present: None.

- 2) Public Comment and Questions. None.

- 3) Approval of Minutes. None.

- 4) New Business.

Benefits Coordinator Storkman provided an update that staff continues Firemedic pre-screening interviews, in case either of the two recently approved candidates do not successfully complete the conditional offer process. In addition, Fire anticipates at least one retirement this spring.

Commissioner Baumann asked for clarification on the Board's role in discipline. Staff explained that based on the level of discipline to be issued, the Board would conduct a hearing to review the charges.

- 5) Closed Session.

Chairperson Benson moved to adjourn to closed session pursuant to Section 2(c)1 of the Open Meetings Act to conduct interviews for the position of Patrol Officer. The motion was seconded by Commissioner Baumann. The motion carried 2-0.

The Board adjourned to closed session at 6:01 p.m.

The Board returned from closed session at 7:48 p.m.

- 6) Other Business.

- a) Conditional Offers of Employment for the Position of Patrol Officer

Commissioner Baumann moved to authorize staff to extend initial conditional offers of employment for the position of Patrol Officer as vacancies arise in the following order: Ryan McCloskey, Larry Olsen, Brandon Dorsey, and Richard Bey. Chairperson Benson seconded the motion. The motion carried 2-0.

Chairperson Benson moved to remove the following candidates from the Patrol Officer Eligibility List: Eric Runions, Dimitri Duros, Jonathan Kentgen, Daniel Melnick, Vincente Torres, Anthony Wells, Mallori Morris, Cody Schrader, Michael Lee, Sean Ro,

and Scott Ray. The motion was seconded by Commissioner Baumann. The motion carried 2-0.

- 7) Adjournment. Chairperson Benson moved to adjourn the Special Meeting. Commissioner Baumann seconded the motion. The motion passed 2-0. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

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Secretary, Board of Fire & Police Commissioners