



# VILLAGE OF WINNETKA

## Board of Fire & Police Commissioners

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### Regular Meeting Notice

Thursday, April 18, 2019

5:00 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. December 20, 2018
  - b. March 19, 2019
- 4) New Business:
  - a. Removal of Candidate from the Firemedic Eligibility List
  - b. Patrol Officer Conditional Offers of Employment
  - c. Discuss Components of Hiring Process
- 5) Closed Session
- 6) Adjournment

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

December 20, 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, December 20, 2018, at 8:00 a.m.

- 1) Call to Order. Chairperson Benson called the Special Meeting to order at 8:02 a.m.

Present: Chairperson Margaret (Meg) Benson, Commissioner Ed Woodbury, Fire Chief Alan Berkowsky, Police Chief Marc Hornstein, Assistant Village Manager Megan Pierce, Human Resources Generalist Ann Eriksson, and Benefits Coordinator Lizzy Storkman (Board Secretary).

Absent: Commissioner Wes Baumann

Also Present: None.

- 2) Public Comment and Questions. None.

- 3) Approval of Minutes.

Commissioner Woodbury moved to approve the minutes of the November 27, 2018 Board of Fire and Police Commissioners meeting as presented. The motion was seconded by Chairperson Benson. The motion carried 2-0.

Chairperson Benson moved to approve the minutes of the November 28, 2018 Board of Fire and Police Commissioners meeting as presented. The motion was seconded by Commissioner Woodbury. The motion carried 2-0.

- 4) New Business. None.

- 5) Closed Session.

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

The Board adjourned to closed session at 8:03 a.m.

The Board returned from closed session at 8:09 a.m.

- 6) Other Business.

- a) Conditional Offer of Employment for the position of Patrol Officer

Commissioner Woodbury moved to authorize staff to extend a conditional offer of employment for the position of Patrol Officer to Laura Roscoe, subject to the successful completion of post-offer examinations and procedures. The motion was seconded by Chairperson Benson. The motion carried 2-0.

b) Conditional Offer of Employment for the position of Firemedic

Commissioner Woodbury moved to authorize staff to extend a conditional offer of employment for the position of Firemedic to Tyler Gunn, subject to the successful completion of post-offer examinations and procedures. The motion was seconded by Chairperson Benson. The motion carried 2-0.

7) Adjournment. Chairperson Benson moved to adjourn the Special Meeting. Commissioner Woodbury seconded the motion. The motion passed 2-0. The meeting adjourned at 8:12 a.m.

Respectfully submitted,

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Secretary, Board of Fire & Police Commissioners

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

March 19, 2019  
Approved: XXX

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, March 19, 2019, at 4:30 p.m.

- 1) Call to Order. Chairperson Benson called the Special Meeting to order at 4:30 p.m.

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

Absent: Commissioner Ed Woodbury.

Also Present: None.

- 2) Public Comment and Questions. None.

- 3) Approval of Minutes.

a) Commissioner Baumann moved to approve the minutes of the February 28, 2019 Board of Fire and Police Commissioners meeting as presented. The motion was seconded by Chairperson Benson. The motion carried 2-0.

- 4) New Business. None.

- 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 4:32 p.m.

Police Chief Marc Hornstein joined the closed session at 5:50 p.m.

The Board returned from closed session at 6:02 p.m.

- 6) Other Business.

- a) Approval of Candidates for the Position of Firemedic

Chairperson Benson moved to authorize staff to approve candidates Brian Manka (#23) and Larry Matthies (#17) to move forward in the Firemedic recruitment process to complete background and polygraph testing in the order here listed. The motion was seconded by Commissioner Baumann. The motion carried 2-0.

Staff will return to the Board following the completion of background and polygraph testing to update the board on its findings and, if appropriate, seek approval for a conditional offer of employment.

b) Removal of Candidates from the Firemedic Eligibility List

Chairperson Benson moved to remove the following candidates from the Firemedic Eligibility List: Patrick Kane (#13), Ryan Dubowski (#15), and Elizabeth Huston (#20). The motion was seconded by Commissioner Baumann. The motion carried 2-0.

c) Removal of a Candidate from the Patrol Officer Eligibility List

Chairperson Benson moved to disqualify candidate Lea Colon (#17) and remove her from the Patrol Officer Eligibility List. The motion was seconded by Commissioner Baumann. The motion carried 2-0.

- 7) Adjournment. Commissioner Baumann moved to adjourn the Special Meeting. Chairperson Benson seconded the motion. The motion passed 2-0. The meeting adjourned at 6:05 p.m.

Respectfully submitted,

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Secretary, Board of Fire & Police Commissioners