



Commissioners: Robert J. Kovanda, Chairman - Vincent Musial, Commissioner - Stella Qualizza, Commissioner

December 19, 2017 - Regular Meeting Minutes

1. Call to Order

Chairman Kovanda called the December 19, 2017 Regular Meeting of the Board of Fire and Police Commissioners to order at 2:00 PM.

2. Roll Call

Chairman Kovanda - Present; Commissioner Musial - Present; Commissioner Qualizza - Present: a quorum was present.

3. Approval of Past Meeting Minutes

a. November 21, 2017, Regular Meeting Minutes

Reviewed, discussed. Chairman Kovanda moved that the minutes be accepted as submitted. Commissioner Musial seconded the motion. Vote: Yes-3; No-0. Motion carried. Minutes are approved.

b. November 25, 2017, Special Meeting Minutes

Reviewed, discussed. Chairman Kovanda moved that the minutes be accepted as submitted. Commissioner Qualizza seconded the motion. Vote: Yes-3; No-0. Motion carried. Minutes are approved.

c. December 6, 2017, Special Meeting Minutes

Reviewed, discussed. Chairman Kovanda moved that the minutes be accepted as submitted. Commissioner Musial seconded the motion. Vote: Yes-3; No-0. Motion carried. Minutes are approved.

d. December 11, 2017, Special Meeting Minutes

Reviewed, discussed. Chairman Kovanda moved that the minutes be accepted as submitted. Commissioner Qualizza seconded the motion. Vote: Yes-3; No-0. Motion carried. Minutes are approved.

4. Correspondence

None

5. Chiefs Forum

- a. Chief Gunther presented to the Board the background investigation report for entry-level candidate #49. The Board will address this under "Ongoing Business".
- b. Chief Gunther informed the Board that detectives contacting companies during background investigations to verify entry-level candidate's employment are being told to contact external sources who for a fee of \$35 will provide only employment verification, working start date, and working ending date. The detectives were under the impression that police departments were exempt from such rulings. The Board will contact it's attorney for advice on this issue.



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6. Ongoing Business

- a. The Board prepared oral interview packets for 6 entry-level candidates to be interviewed on December 30, 2017.
- b. The Board reviewed the background investigation of entry-level candidate #49 and deliberated on the candidate's qualifications for hiring as a Westmont Police Officer. Chairman Kovanda made a motion to give Candidate #49 a "Conditional Offer of Employment contingent upon the successful completion of a required medical examination and a psychological evaluation". Commissioner Musial 2nd the motion. Vote: Yes-3, No-0. Motion carried. The candidate was contacted and gave a verbal acceptance of the job offer. The Conditional Offer was prepared and placed with the front desk for candidate pickup and execution.

7. New Business

- a. The Board received invoice 2137 from I/O Solutions in the amount of \$8,542.50 for the 2nd and final installment for services rendered in the preparation, administration, and scoring of the Sergeant Promotion Assessment Center. Chairman Kovanda moved to authorize payment of the invoice. Commissioner Musial 2nd the motion. Vote: Yes - 3, No - 0. Motion carried. The invoice was authorized for payment.

8. Adjournment

There being no additional business before the Board at this time, Commissioner Qualizza made the motion to adjourn and Commissioner Musial seconded the motion. The vote was Yes - 3; No - 0; and the Board adjourned at 5:25 PM.

Robert J. Kovanda

Robert J. Kovanda - Chairman

Approved 1/16/2018 *RJK*