

VILLAGE OF BUFFALO GROVE

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VILLAGE OF BUFFALO GROVE Board of Fire and Police Commissioners Minutes of the Regular Meeting Village Hall Emergency Operations Center and Virtually October 5, 2020 6:00 p.m.

CALL TO ORDER and ROLL CALL:

The meeting was called to order at 6:01 p.m. by Chairman Dibbern. Commissioner Johnson called the roll and noted for the record that a quorum was present at the meeting. Present were Commissioners Johnson, Fishman, Berman, and Dibbern. Commissioner Hartman was absent. Also present were Police Casstevens, Fire Chief Baker, HR Director Malinowski, Management Analyst Golbach, and Trustee Liaison Dr. Smith.

APPROVAL OF MINUTES:

- A. Commissioner Berman made a motion to approve the minutes of the BFPC Regular Meeting of August 3, 2020, seconded by Commissioner Fishman. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor of the motion. The motion passed.
- B. Commissioner Berman made a motion to approve the minutes of the BFPC Special Meeting of September 12, 2020, seconded by Commissioner Fishman. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor of the motion. The motion passed.
- C. Commissioner Berman made a motion to approve the minutes of the BFPC Regular Meeting of September 14, 2020, seconded by Commissioner Fishman. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor of the motion. The motion passed.

CHAIRMAN'S REPORT:

- A. Chairman Dibbern reported that Kenneth Whisler has accepted the offer of FF/PM and will be formally sworn in by Commissioner Johnson on Friday, October 9, 2020 at 8:00 a.m.
- B. Chairman Dibbern advised that the Sergeant's written exam will be administered by an outside agency and will take place on Saturday, October 10, 2020 in the Training Room of the Police Department at 9:00 a.m. She reminded the Commissioners that we require at least one Commissioner to be onsite during the testing. Commissioner Johnson volunteered to attend the testing session. Commissioner Berman may attend if his health improves.
- C. Chairman Dibbern extended her congratulations to the following list of honorees for various awards: Sergeant Tony Montiel for Officer of the Year, Sergeant Robert Broussard for Employee of the Second Quarter, Investigator Brian Hansen for the Special Commendation Award, Officers Ashley Krozel and Mike Martin for Community Policing Award, Officers Marc Rossi, Ashley Krozel, Matt Mills, Derek Hawkins, Jon Officer and Tony Moran for Outstanding Achievement Awards, Officers Derek Hawkins, Kurt Lowenberg, Marc Rossi and Ryan Kass for Life Saving Award, Honorable Mentions Honorees were Officers Ross Valstyn and Brian Tijerina. And Officer Mike Carlson was recognized for earning International Crash Reconstruction Certification.

COMMISSIONER'S REPORTS: None.

TRUSTEE REPORTS: None.

CHIEF REPORTS:**FIRE DEPARTMENT:**

- A. Chief Baker announced that Gary Stedman has been named the FF/PM of the Year.
- B. Chief Baker advised that Kenneth Whisler will be sworn in by Commissioner Johnson on Friday, October 9, 2020 and will start the Academy on Monday, October 12, 2020.
- C. Chief Baker reported that as of today, the Fire Department are at Candidate #18 out of #31 in just ten months. He suggested that start the process for a successor list soon.

POLICE DEPARTMENT:

- A. Police Chief Casstevens reported that the Police Department awards process is run by several Officers. The Awards Committee named him the Employee of the Third Quarter for his handling and response to COVID-19 and his comments about the attacks on policing. Police Chief Casstevens was honored and surprised by this special recognition.

QUESTIONS FROM THE AUDIENCE: None**SPECIAL BUSINESS:** None**OLD BUSINESS:** None**NEW BUSINESS:**

- A. Chairman Dibbern reported that there were no changes to the 2020 Calendar. A brief discussion ensued about the 2021 FF/PM Lieutenant Promotion process dates. Chairman Dibbern asked for a motion to incorporate the proposed dates from the aforementioned FF/PM Lieutenant Promotion process calendar. Commissioner Berman initiated the motion to include the proposed dates for the 2021 FF/PM Lieutenant Promotion Process calendar to the overall 2021 BFPC calendar as presented. The motion was seconded by Commissioner Fishman. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor the motion. The motion passed.
- B. Chairman Dibbern advised that a discussion and possible action on Police Officer and/or Firefighter / Paramedic candidates will take place during Executive Session.
- C. Chairman Dibbern asked Police Chief Casstevens and Fire Chief Baker to describe their department's respective Ascertained Merit process for the benefit of the two new Commissioners. Police Chief Casstevens explained that the Command Potential Rating (CPR) consists of a rubric of ten (10) elements for being a leader ranging from communication to project management. He advised that the CPR raters are the Deputy Chiefs and all Lieutenants. The evaluation process entails having an open discussion about each candidate and how they demonstrate mastery of the ten elements. Additionally, they solicit feedback from the candidates' supervisors and review three (3) years of performance evaluations. Each rater scores the candidates independently on a scoring sheet to ensure a fair and transparent process. Chief Baker advised that the Fire Department is currently revising the process for the Performance Potential Rating (PPR). For the PPR process, Chief Baker said the candidate's immediate supervisor and officers rate them. Additionally, the candidate can pick an officer that he/she worked with in the past to participate in the rating process. A consensus is reached in terms of the leadership strengths of the candidates. This process is in line with the Firefighter Fairness Act.

EXECUTIVE SESSION:

- A. A motion was made at 6:27 p.m. by Commissioner Berman, seconded by Commissioner Fishman to move to Executive Session to discuss Section 2(C)(1) of the Illinois Open Meetings Act: the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor of the motion. The motion passed.
- B. The Commission moved to Executive Session from 6:27 p.m. to 6:37 p.m.
- C. Commissioner Fishman made a motion to adjourn Executive Session at 6:37 p.m., seconded by Commissioner Berman. Chairman Dibbern and Commissioners Johnson, Fishman and Berman voted in favor of the motion. The motion passed.

RETURN TO OPEN SESSION:

- A. The open session resumed at 6:39 p.m.
- B. FF/PM Candidate #12: Trevor Korinek. A motion was made by Commissioner Berman seconded by Commissioner Fishman, to make a conditional offer of employment to FF/PM Candidate Korinek. Commissioners Johnson, Fishman, Berman, and Dibbern voted against the motion. The motion failed.
- C. Police Officer Lateral Entry Candidate #1: Denis Michael Doherty. A motion was made by Commissioner Berman seconded by Commissioner Fishman, to make a conditional offer of employment to Police Candidate Doherty. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor the motion. The motion passed.
- D. Police Officer Lateral Entry Candidate #2: Timothy Matthew Kroski. A motion was made by Commissioner Berman seconded by Commissioner Fishman, to make a conditional offer of employment to Police Candidate Kroski. Commissioners Johnson, Fishman, Berman, and Dibbern voted in favor the motion. The motion passed.

ADJOURNMENT:

A motion was made by Commissioner Berman, seconded by Commissioner Fishman to adjourn the meeting at 6:43 p.m. All Commissioners present voted in favor of the motion. The motion passed.

Respectfully submitted,

Adriane Johnson, Secretary
Board of Fire and Police Commissioners