

VILLAGE OF BUFFALO GROVE



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VILLAGE OF BUFFALO GROVE Board of Fire and Police Commissioners Minutes of Special Regular Meeting March 1, 2021

CALL TO ORDER and ROLL CALL:

The meeting was called to order at 6:02 p.m. by Chairman Dibbern. Commissioner Berman, acting as the secretary, called the roll and noted for the record that a quorum was present for the meeting. Present via web conference were Commissioners Fishman, Dryman, Berman, and Chairperson Dibbern. Commissioner Fishman was present at Village Hall. Not in attendance was Commissioner Hartman. Also, in attendance were Chief of Police Casstevens, Deputy Chief of Police Szos, Fire Chief Baker, Deputy Fire Chief Wagner, HR Director Malinowski, Management Liaison Goldbach, Trustee Liaison Smith and Trustee Liaison Stein.

APPROVAL OF MINUTES:

- A. Commissioner Fishman made a motion to approve the minutes of the BFPC Special Regular Meeting of February 1, 2021, seconded by Commissioner Berman. Commissioners Fishman, Dryman, Berman and Chairperson Dibbern voted in favor of the motion. The motion passed.
- B. Commissioner Fishman made a motion to approve the minutes of the BFPC Special Meeting of February 13, 2021, seconded by Commissioner Berman. Commissioners Fishman, Dryman, Berman and Chairperson Dibbern voted in favor of the motion. The motion passed.

CHAIRMAN'S REPORT:

- A. The process went well during the Fire Lieutenant Oral interviews.

COMMISSIONER'S REPORTS: None.

TRUSTEE REPORTS: None

CHIEF REPORTS:

POLICE DEPARTMENT:

- A. Chief Casstevens reported that candidate Megan Diaz is schedule to begin the police academy on the 15th.
- B. Chief Casstevens reported that 70% of police officers have received the COVID-19 vaccination.
- C. Chief Casstevens reported about the version of the Lieutenant calendar.
- D. Chief Casstevens reported thanked all those who responded to the request to make an appointment for an identification photograph.

FIRE DEPARTMENT:

- A. Chief Baker reported there are six firefighters off on workers compensation at this time. Two FF/PM will be returning in a few weeks.

- B. Chief Baker reported Anthony Shin is beginning next Monday. Commissioner Dryman will swear in Firefighter Shin.
- C. Chief Baker reported there are presently 54 shift personnel, and 30 of said have less than 10 years' experience. There are currently 3 vacancies.
- D. Chief Baker reported 1-2 retirements are expected in 2021.
- E. Chief Baker reported Firefighters Jacob Senese and Adam Schroeder are scheduled to complete probation in April 2021.

QUESTIONS FROM THE AUDIENCE: None

SPECIAL BUSINESS: None

OLD BUSINESS:

- A. Chairperson Dibbern entertained discussion with possible action on the 2021 BFPC calendar of events, and added an updated calendar will be sent out this week.

NEW BUSINESS:

- A. Chairperson Dibbern initiated discussion and possible action regarding the development of the 2021 Firefighter/Paramedic eligibility list. It was noted that after swearing in Firefighter Shin, candidate #29 is the next available in the process.
- B. Chairperson Dibbern initiated discussion and possible action regarding 2021 Police Officer and Firefighter testing activities. Discussion included the prospects of splitting the group into a morning and an afternoon session, the expensive cost of third-party testing and conducting interviews at a later date. HR Director Malinowski suggested that the police department using the high school would serve as a good Beta test for the Fire Department, and added the importance of following CDC guidelines and the guidelines of the State of Illinois. HR Director Malinowski said the Police Department process is on the 5th of June and the Fire Department process would initiate thereafter. Deputy Chief Szos previously assured Chairperson Dibbern his department could provide additional assistance. HR Director Malinowski added that he nor Management Liaison Goldbach would be in attendance for the event and that scoring could be obtained by the candidates through a cellphone application. Chief Casstevens informed there will be plenty of Police Department staff to assist. It was noted there are presently 25 applications.
- C. Chairperson Dibbern initiated discussion and possible action regarding the current Fire Lieutenant promotional process. The discussion included topics such as the next step scheduled for April 7, 2021, the success of the interviews conducted, and the assessment for scoring at the Arboretum on April 7, 2021.
- D. Chairperson Dibbern initiated discussion and possible action regarding the upcoming Police Lieutenant promotional process. Topics discussed included a July 23, 2021 orientation, and incorporation of the dates into the calendar. Chief Casstevens informed only three sergeants currently meet the criteria for consideration.
- E. Chairperson Dibbern initiated discussion and possible action relating to changes to the BFPC rules and regulations pertaining to Background Investigations & Waiver of Appointment. Discussed changes included an email about changing two sections, an allowance of seven 7 days to express interest after being contacted and the need to update PD rules to reflect same as FD. Also discussed was the protocol of changing the cover page to reflect the date of the latest version.
- F. Chairperson Dibbern initiated discussion about Firefighter Candidate #28. Chief Baker informed Candidate #28 has yet to complete the requisite certifications and no longer qualifies for consideration for this round. Discussion ensued and there was agreement about progressing to Candidate #29.

EXECUTIVE SESSION:

- A. A motion was made at 6:25 p.m. by Commissioner Fishman, 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 Fishman, Dryman, Dibbern and Berman voted in favor of the motion. The motion passed.
- B. The Commission moved to Executive Session from 6:25 p.m. to 6:44 p.m.
 - C. Commissioner Dryman made a motion to adjourn Executive Session at 6:44 p.m., seconded by Commissioner Fishman. Chairman Dibbern and Commissioners Dryman, Fishman and Berman voted in favor of the motion. The motion passed.

RETURN TO OPEN SESSION:

- A. The open session resumed at 6:55 PM.
- B. FF/PM Candidate #27: Austin Eaton. A motion was made by Commissioner Dryman, seconded by Commissioner Fishman, to make a conditional offer of employment to FF/PM Candidate #27. Commissioners Fishman, Dryman, Chairperson Dibbern, and Berman voted in favor of the motion. The motion passed.

ADJOURNMENT:

A motion was made by Commissioner Dryman, seconded by Commissioner Berman to adjourn the meeting at 6:59 PM. Commissioners Fishman, Dryman, Chairperson Dibbern, and Berman voted in favor of the motion. The motion passed.

Respectfully submitted,

Stuart G. Berman, Acting Secretary
Board of Fire and Police Commissioners