

VILLAGE OF BUFFALO GROVE



Fifty Raupp Blvd.
Buffalo Grove, IL 60089-2196
Phone 847-459-2500
Fax 847-459-7906

VILLAGE OF BUFFALO GROVE Board of Fire and Police Commissioners Minutes of Special Regular Meeting January 04, 2021

CALL TO ORDER and ROLL CALL:

The meeting was called to order at 6:01 p.m. by Chairman Dibbern in Village Hall. 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 Hartman, Fishman, Dryman, Berman, and Chairperson Dibbern. Also, in attendance were Chief of Police Casstevens, Fire Chief Baker, HR Director Malinowski, Management Liaison Golbach, Trustee Liaison Smith and Trustee Liaison Stein.

APPROVAL OF MINUTES:

- A. Commissioner Hartman made a motion to approve the minutes of the BFPC Special Meeting of December 7, 2020, seconded by Commissioner Fishman. Commissioners Fishman, Hartman, Dryman, Berman and Chairperson Dibbern voted in favor of the motion. The motion passed.

CHAIRMAN'S REPORT:

- A. Kevin Dryman was introduced as a new commissioner of the Board of Fire and Police Commissioners this evening by Chairperson Dibbern.
- B. Commissioner Dryman reported he is a resident of Buffalo Grove for approximately 12 years, who loves the community, and would love to give back through volunteering. He added he is an IT Engineer for the University of Chicago.

COMMISSIONER'S REPORTS: None.

TRUSTEE REPORTS: None

CHIEF REPORTS:

POLICE DEPARTMENT:

- A. Chief Casstevens reported long time records' supervisor Linda Paul retired after 30 years of service, and will continue to contribute to Buffalo Grove by working part-time at Village Hall assisting with FOIA requests.
- B. Chief Casstevens reported six employees tested positive for COVID-19, of which most are non-sworn personnel. Chief Casstevens added most of these cases have been mild to asymptomatic.

FIRE DEPARTMENT:

- A. Chief Baker reported one employee tested positive for COVID-19, and has very mild symptoms.
- B. Three employees have been out on long-term injuries, with one returning to light duty.
- C. Chief Baker reported on the eligibility list dated 01/06/2020, and informed three teams are out in the field and that they have worked their way up to candidate #27.
- D. Chief Baker one candidate is up for discussion during executive session this evening.
- E. Chief Baker reported the process is no longer accepting applications, as today was the closing date of applications, adding they received 12 applications.

- F. Chief Baker discussed the 12 applicants could possibly be interviewed in one weekend in February 2021 by interviewing candidates on a Saturday and a Sunday, and recalled in 2018, 15 applicants were interviewed in one day.
- G. Chairperson Dibbern suggested beginning the oral interviews on Saturday, February 13, 2021.

QUESTIONS FROM THE AUDIENCE: None

SPECIAL BUSINESS:

- A. Arthur A. Malinowski, Jr., Esq., Director of Human Resources & Risk Management; reported annual Open Meetings Act (OMA) training shall be available around February 2021, and that Chairperson Dibbern is due for annual training as the Chairperson and Commissioner Dryman will have to take his one-time OMA training.
- B. Arthur A. Malinowski, Jr., Esq., Director of Human Resources & Risk Management; reported the police department will provide identification cards for members of the Board of Fire and Police Commissioners, which will provide access to buildings. Upon issuance, each Commissioner will have to sign an agreement and acknowledgment of the rules to prevent any potential misuse.
- C. Arthur A. Malinowski, Jr., Esq., Director of Human Resources & Risk Management; reported he has the name badge prepared for Commissioner Dryman.
- D. Kathryn Goldbach, Human Resources Management Analyst, reported the building remains closed, and that Commissioner Dryman can pick up his name badge at the walk-up window.

OLD BUSINESS:

- A. Chairperson Dibbern reported that based on the calendar, the fire entry level process would be initiated in the beginning of the 2nd quarter of 2021, and that Buffalo Grove will begin a formal procurement process beginning with a request for information (RFI).
- B. Chairperson Dibbern reported she would follow-up with process to evaluate third party testing companies.

EXECUTIVE SESSION:

- A. A motion was made at 6:28 p.m. by Commissioner Hartman, 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, Hartman, 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 6:28 p.m.

RETURN TO OPEN SESSION:

- A. The open session resumed at 6:29 PM.
- B. FF/PM Candidate #22: Nicholas Mitidiero. A motion was made by Commissioner Fishman, seconded by Commissioner Hartman, to make a conditional offer of employment to FF/PM Candidate #22. Commissioners Fishman, Hartman, Dryman, Chairperson Dibbern, and Berman voted against the motion. The motion failed.

ADJOURNMENT:

A motion was made by Commissioner Fishman, seconded by Commissioner Hartman to adjourn the meeting at 6:31 PM. All Commissioners present voted in favor of the motion. The motion passed.

Respectfully submitted,

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