

**MINUTES OF THE ZION BOARD OF FIRE & POLICE COMMISSIONERS
MEETING HELD ON TUESDAY, APRIL 12, 2016, AT 5:30 P.M.
IN THE COUNCIL CHAMBERS AT ZION CITY HALL
ZION, ILLINOIS**

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Chairman Lewis called the meeting to order.

On call of the roll the following answered present: Commissioners Idleburg and White and Chairman Lewis.

APPROVAL OF MINUTES

A motion was made by Commissioner White, seconded by Commissioner Idleburg, to approve the minutes of a Zion Board of Fire & Police Commissioners meeting held on October 13, 2015. The vote on roll call was: Commissioner Idleburg, aye; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

**REQUEST FOR NEXT ELIGIBLE CANDIDATE/
POLICE SERGEANT & LIEUTENANT PROMOTIONAL ELIGIBILITY LIST**

A letter was received from the City Council informing the Commission that, at the Zion City Council meeting of April 5, 2016, the City Council unanimously approved filling one Sergeant vacancy and one Lieutenant vacancy in the Police Department due to the retirement of Lt. Terry Richards. The City Council requested that the Board of Fire and Police Commissioners release the name of the next eligible candidate on the Police Sergeant Promotional Eligibility List for promotion to the rank of Sergeant and the name of the next eligible candidate on the Police Lieutenant Promotional Eligibility List for promotion to the rank of Lieutenant.

It was moved by Commissioner White, seconded by Commissioner Idleburg, that the Commission release the name of David Grinhaug and certify to the Police Chief, in writing, that he is the next eligible candidate on the Police Sergeant Promotional Eligibility List and release the name of Timothy Bartlett and certify to the Police Chief, in writing, that he is the next eligible candidate on the Police Lieutenant Promotional Eligibility List. The vote on roll call was: Commissioner Idleburg; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

**REQUEST FOR NEXT ELIGIBLE CANDIDATE/
PATROL OFFICER ELIGIBILITY LIST**

A letter was received from the City Council informing the Commission that, at the Zion City Council meeting of April 5, 2016, the City Council unanimously approved filling one Patrol Officer vacancy in the Police Department due to the retirement of Lt. Terry Richards and subsequent promotions of David Grinhaug to Sergeant and Timothy Bartlett to Lieutenant. The City Council requested that the Board of Fire and Police Commissioners release the name of the next eligible candidate on the Patrol Officer Eligibility List.

It was moved by Commissioner White, seconded by Commissioner Idleburg, that the Commission release the name of Robert Rossetti and certify to the Police Chief, in writing, that

he is the next eligible candidate on the Patrol Officer Eligibility List. The vote on roll call was: Commissioner Idleburg, aye; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

**REQUEST FOR NEXT ELIGIBLE CANDIDATES/
FIREFIGHTER/PARAMEDIC ELIGIBILITY LIST**

A letter was received from the City Council, post dated April 20, 2016, informing the Commission that, at the Zion City Council meeting of April 19, 2016, the City Council approved filling three Firefighter/Paramedic vacancies in the Fire/Rescue Department to fill positions which will be vacated by retiring Firefighter/Paramedics. This letter was being provided to the Board prior to Council meeting to secure approval of the Board, contingent upon the Council taking formal action, as a time saving measure. The City Council requested that the Board of Fire and Police Commissioners release the names of the next three eligible candidates on the Firefighter/Paramedic Eligibility List.

It was moved by Commissioner White, seconded by Chairman Lewis that the Commission release the names of M. Dykiel, N. Arzer, and D. Roscoe and certify to the Fire/Rescue Chief, in writing, that they are the next eligible candidates on the Firefighter/Paramedic Eligibility List, contingent upon the Council approving filling three firefighter/paramedic vacancies at the City Council meeting of April 19, 2016. The vote on roll call was: Commissioner Idleburg, aye; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

2016/2017 BUDGET

Clerk Burkemper presented the 2016/2017 Board of Fire and Police Commissioners budget. She stated that the Testing Line Item was set at \$11,500. In 2016/2017, \$500 was budgeted for the Original Entry Firefighter/Paramedic testing and \$11,000 was budgeted for Police Sergeant promotional testing. It is anticipated that the City Council will approve this budget on April 19, 2016 as part of the City budget approval.

ORIGINAL ENTRY FIREFIGHTER/PARAMEDIC TESTING

Clerk Burkemper stated that the Original Entry Firefighter/Paramedic Eligibility List expires on December 23, 2016. The testing process should begin on or around May 1, 2016 to allow ample to complete the process prior to expiration of the current eligibility list. She presented a tentative time line. Clerk Burkemper reported that I/O Solutions served as the testing vendor in 2014 and provided excellent service. Deputy Fire/Rescue Chief Eric Montellano concurred and stated he and Chief Lewis recommend contracting with I/O Solutions for the 2016 testing process. Clerk Burkemper stated that because applicants pay for their applications and the Board conducts the oral interviews, less than \$500 was spent on the testing process in 2014.

It was moved by Commissioner White, seconded by Commissioner Idleburg that the Commission enter into a contract with I/O Solutions for testing services in preparation of the 2016 Original Entry Firefighter/Paramedic Eligibility List. The vote on roll call was: Commissioner Idleburg, aye; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

ELECTION OF OFFICERS

It was moved by Commissioner White, seconded by Commissioner Idleburg that Debrah Lewis be elected to the position of Commission Chairman and John Idleburg be elected to the position of Commission Secretary for Fiscal Year 2016/2017. The vote on roll call was: Commissioner Idleburg, aye; Commissioner White, aye; and Chairman Lewis, aye. Motion carried.

OTHER MATTERS

Commissioner White stated that he would like to recognize Lt. Terry Richards for more than 26 years of service to the Zion Police Department.

Commissioner White offered his congratulations to Officer David Grinhaus who was promoted to the Rank of Police Sergeant and to Sergeant Timothy Bartlett who was promoted to the Rank of Police Lieutenant.

ADJOURN

There being no further business to come before the Board at this time, it was moved by Commissioner White, seconded by Commissioner Idleburg and unanimously approved the meeting be adjourned at 5:39 p.m. Motion carried.

Diane Burkemper, Recording Secretary