

VILLAGE OF BARTLETT
BOARD OF FIRE AND POLICE COMMISSION

Minutes of Regular Meeting
Held on Monday, September 7, 2021
Bartlett Police Department
2nd Floor Training Room
228 South Main Street

A. CALL TO ORDER

Commissioner Kirkby called the meeting to order at 3:30 p.m.

B. ROLL CALL

Present: Commissioners Jane Kirkby, John McGuire, Guy Papa, Kenneth Parcel,
and John Sampey (all physically present)

Absent: None

Also Present: Chief Patrick Ullrich, Deputy Chief Geoffrey Pretkelis, Deputy Chief James
Durbin, James Powers (Attorney for Fire and Police Commission),
Lawrence Pincsak, (CALEA Accreditation Manager), and Recorder
Christine Sanchez

C. PUBLIC COMMENTS

None

D. APPROVAL OF MINUTES

COMMISSIONER MCGUIRE MOVED, second by Commissioner Parcel to approve the
August 05, 2021, Special Meeting minutes.

MOTION ADOPTED VIA VOICE VOTE

COMMISSIONER MCGUIRE MOVED, second by Commissioner Parcel to approve the
August 05, 2021, Special Meeting Closed Session minutes.

MOTION ADOPTED VIA VOICE VOTE

COMMISSIONER SAMPEY MOVED, second by Commissioner McGuire to approve the
August 16, 2021, Special Meeting minutes.

MOTION ADOPTED VIA VOICE VOTE

COMMISSIONER SAMPEY MOVED, second by Commissioner McGuire to approve the
August 16, 2021, Special Meeting Closed Session minutes.

MOTION ADOPTED VIA VOICE VOTE

E. EXECUTIVE (CLOSED) SESSION

None

F. OLD BUSINESS

1. Discussion of Board of Fire and Police Commission Co-Chairman position
Please see New Business item number three (3) for motion in regard to this topic.
2. Election of Board of Fire and Police Commission Chairman
Please see New Business item number three (3) for motion in regard to this topic.
3. Election of Board of Fire and Police Commission Secretary
Please see New Business item number three (3) for motion in regard to this topic.
4. Discussion of revisions to the Rules and Regulations of the Board of Fire and Police Commissioners
Deputy Chief Pretkelis introduced Attorney James Powers (Attorney for the Board of Fire and Police Commission) and advised Mr. Powers is here to answer any questions the Board members have in regard to implementing a police officer lateral hiring process.

Deputy Chief Pretkelis explained, as previously discussed during the August 16, 2021 meeting, the department needs to hire six (6) police officers, however, there are only four (4) academy spots in January. Deputy Chief Pretkelis explained with only three (3) police academies per year, it is difficult to stay ahead of these unexpected vacancies. Deputy Chief Pretkelis reiterated the importance of starting a police officer lateral hiring process and the benefits it would have for both the police department and Village.

Deputy Chief Pretkelis introduced Mr. Pincsak, Bartlett Police Department's CALEA Accreditation Manager. Mr. Pincsak informed the Board members that the elements for both a police officer hiring process and a lateral hiring process must be the same or the department will not meet the standards for CALEA reaccreditation. Mr. Pincsak further explained this does not mean the questions within the exams need to be identical, just the steps themselves must mirror each other. A discussion ensued between all members present and Mr. Pincsak answered any questions the Board members had in regard to the process according to CALEA standards.

A discussion ensued between all members present and Mr. Powers on building a police officer lateral hiring process. Deputy Chief Pretkelis and Mr. Pincsak distributed a packet of the best practices for a lateral hiring process, utilizing items from other police departments who already have this process in place. The Board members began reviewing the packet and continued conversation in regard to the best practices to be put in place for the Bartlett Police Department. It was determined that Mr. Powers would put the new process in working order and distribute the process to the Board members to review individually prior to the next scheduled meeting. Mr. Powers explained that if the Board members approve of the process, then a meeting can be scheduled after the Village's Board votes. Mr. Powers explained at that time, the Board of Fire and Police Commission would then vote and adopt the process.

G. NEW BUSINESS

1. Discussion of new police officer candidate hiring process

A discussion ensued in regard to the remaining fifty (50) candidates that passed the testing process but were not on the Final Eligibility List. It was determined that per the Rules and Regulations, in the event the Final Eligibility List is exhausted prior to the expiration of the Initial Eligibility Register, the remaining candidates will complete the oral interview process and the scores will be combined with their written examination scores and preference points, creating a new Eligibility List. During the discussion, questions were also clarified in regard to the expiration of the new Eligibility List and the testing processes moving forward.

All members present had a discussion regarding the priorities of the Board. It was determined the current focus will remain on creating a police officer lateral hiring process and continuing with the fifty (50) remaining candidates on the Initial Eligibility Register to create a new Eligibility List. After those items have been completed, the Board members will then work on revising the promotional process rules with the assistance of Mr. Powers at a future meeting.

2. Selection of Industrial/Organizational Solutions to administer and score the new police officer candidate hiring process

COMMISSIONER SAMPEY MOVED, seconded by Commissioner Papa to continue to utilize I/O Solutions as the vendor for administering and scoring the new police officer candidate hiring process.

MOTION ADOPTED VIA VOICE VOTE

3. Selection of Industrial/Organizational Solutions to administer and score the new lateral police officer hiring process

A brief discussion ensued and it was determined Old Business item numbers one (1), two (2), three (3), and New Business item number three (3) will be tabled until the next scheduled meeting.

COMMISSIONER PARCEL MOVED, second by Commissioner McGuire to table Old Business item numbers one (1), two (2), three (3), and New Business item number three (3) until the next scheduled meeting.

H. ADJOURN

COMMISSIONER PAPA MOVED, second by Commissioner McGuire to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 5:03 p.m.

Respectfully Submitted By:

Christine Sanchez

Christine Sanchez / Recorder
September 28, 2021