

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF FIRE
& POLICE COMMISSIONERS OF THE CITY OF BELVIDERE
HELD ON JUNE 16, 2022 IN THE CITY COUNCIL CHAMBERS
OF THE BELVIDERE CITY HALL**

CALL TO ORDER: Chair Hunter called this Special Meeting of the Board of Fire and Police Commissioners to Order at 6:22 PM because Commissioner Phillips was delayed in arriving.

ROLL CALL: Commissioner Hunter and Phillips were personally and physically present in the meeting room. Commissioner Gonzalez was absent because he is recovery from a recent surgery. No Commissioner attended by electronic or remote methods.

PUBLIC COMMENT: There was no Public Comment presented.

READING OF THE MINUTES: The Board did not consider the Minutes of any prior Board Meeting.

COMMUNICATIONS:

A. *Bills Payable.*

1. COPS & FIRE Personnel Services, Inc. Invoice #107226 dated May 9, 2022 in the amount of \$1,8700.00 for two Psychological Examinations for Fire Promotions Examinations administered. Commissioner Phillips made a verbal Motion To Pay this Invoice as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued as follows:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and the Invoice is Approved for Payment as Presented.

2. COPS & FIRE Personnel Services, Inc. Invoice #107290 dated June 3, 2022 in the amount of \$1,0000.00 for Administration of Written Examinations to Twenty-One (21) Fire Fighter Applicants (Minimum Contractual Fee). Commissioner Phillips made a verbal Motion To Pay this Invoice as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued as follows:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and the Invoice is Approved for Payment as Presented.

3. COPS & FIRE Personnel Services, Inc. Invoice #107262 dated May 23, 2022 in the amount of \$160.00 for Administration of One Polygraph for a Police Officer

Candidate. Commissioner Phillips made a verbal Motion To Pay this Invoice as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued as follows:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and the Invoice is Approved for Payment as Presented.

4. Blue Line. Invoice #41636 dated May 28, 2021 (sic) in the amount of \$ 348.000 for the publications of announcement of the Testing. Commissioner Phillips made a verbal Motion To Pay this Invoice as Presented. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote ensued as follows:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion As Passed and the Invoice is Approved for Payment as Presented.

B. Police Chief's Report. Police Chief Shane Woody presented a verbal status report on the progress of Lateral Probationary Police Officers Rackley, Smith and Golden who are all in currently in Step V of the Field Training Officer Program. Their probationary period expires on August 6, 2022 and they will be given their badges during the August 8, 2022 City Council Meeting. The Commissioners are invited to attend that presentation.

C. Fire Chief Report. Fire Chief Shawn Schadle stated that he has no matters to discuss other than those items listed on tonight's Agenda.

UNFINISHED BUSINESS: NONE.

NEW BUSINESS:

(A) *Police – Review of Lateral Candidate Interviews*

Police Chief Woody reported on the results of the Command Staff Interviews of Lateral Candidate Matthew Davis. Commissioner Phillips made a verbal Motion To Find That Matthew Davis had successfully completed the Command Staff interview and place him on the Lateral Eligibility Register. Commissioners Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that Lateral Candidate Matthew Davis is hereby added to the Lateral Eligibility Register.

Police Chief Woody reported on the results of the Command Staff Interviews of Lateral Candidate Douglas Golden. Commissioner Hunter made a verbal Motion To Find That Douglas Golden had successfully completed the Command Staff interview and place him on the Lateral Eligibility Register. Commissioners Phillips verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that Lateral Candidate Douglas Golden is hereby added to the Lateral Eligibility Register.

(B) Police – Authorize Background for Lateral Candidates.

Police Chief Woody verbally requested that the Board authorize the Police Department to conduct Background Investigations of Lateral Candidates Matthew Davis and Douglas Golden. Commissioner Phillips made a verbal Motion To Authorize the Police Department to conduct Background Investigations of Lateral Candidates Matthew Davis and Douglas Golden. Commissioners Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that he Police Department is hereby authorized to conduct Background Investigations of Lateral Candidates Matthew Davis and Douglas Golden.

(C) Police – Review Background for Douglas Golden.

Police Chief Woody requested that the Board postpone its consideration of the Background Report on Douglas Golden until the Police Department receives further information as to Douglas Golden’s job performance as a Rockford Police Officer, including but not limited to his police report writing. Commissioner Phillips made a verbal Motion To Postpone generally the Board’s consideration of Douglas Golden’s Background Investigation. Commissioners Hunter verbally seconded this Motion and a Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the Board hereby postpones generally its consideration of the Background Investigation of Lateral Candidate Douglas Golden.

(D) Police – Employment Status – Sunsette Winsler.

Police Chief Woody reported on the job performance of Probationary Police Officer Sunsette Winsler, especially the ten week period that she spent in Step III of the Field Training Officer Program without being qualified to be advanced to Step IV of the FTO Program. Police Chief Woody stated that it was the recommendation of the Command Staff to terminate the employment of Probationary Police Officer. After a lengthy discussion involving Sergeant Paul, the head of the FTO Program, Commissioner Phillips made a verbal Motion For The Board To Consent to Police Chief Woody’s Terminating Probationary Police Officer Sunsette Winsler for Unsatisfactory Job Performance. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the Board hereby consents to the Police Chief’s decision to terminate the employment of Probationary Police Officer Sunsette Winsler.

(E) Fire – Approve the Initial Eligibility Register of Candidates With The Passing Scores on The Written Examination In Accordance With Section 5.10(a) of the Board’s Current Rules And Regulations.

Fire Chief Shawn Shadle showed the Board the List of the Twenty-One Candidates who took the written Examination for Firefighter with their scores in said Examination. Commissioner Phillips made a verbal Motion For The Board To Approve as an Initial Eligibility Register those candidates who scored 70.0 Points or Higher on the Written Examination. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the Board hereby approves the Initial Eligibility Register as comprised of those Candidates who scored 70.0 Points or Higher on the recent Written Examination.

(F) Fire – Approval to send a dated copy of the Initial Eligibility Register To All Persons On The Initial Eligibility Register With Instructions For Claiming Preference Points In Accordance With Section 5.10(c) of the Board’s Current Rules and Regulations.

Fire Chief Schadle asked the Board to start the Process for the Candidates on the Initial Eligibility Register to claim Preference Points. Commissioner Phillips made a verbal

Motion For The Board To Approve Sending a Letter to each Candidate on the Initial Eligibility Register and with instructions of how to claim Preference Points. Commissioner Hunter verbally seconded this Motion. A Roll Call Vote was held with the following results:

Commissioner Phillips	Aye
Commissioner Hunter	Aye

Chair Hunter declared the Motion had passed and that the Board hereby approves the issuance of a letter to each Candidate on the Initial Eligibility Register with instructions on how to apply for Preference Points.

OTHER BUSINESS: NONE.

ADJOURNMENT:

Commissioner Phillips made a verbal Motion To Adjourn. Commissioner Hunter verbally seconded this Motion. A voice vote was held and Chair Hunter declared the Motion as Passed and the Meeting as adjourned. The Meeting adjourned at about 6:50 P.M.

Respectfully Submitted,

Michael J. Phillips

Michael J. Phillips
Secretary of the Board of Fire and
Police Commissioners

APPROVED by Vote of the Board of Fire and Police Commissioners on July 6, 2022.