

MINUTES
VILLAGE OF ELBURN
BOARD OF POLICE COMMISSIONERS
FEBRUARY 28, 2018

Board Members Present: John Marshall, Secretary Judith Miller, Chairman Judy VanBogaert

Board Members Absent:

Staff Members Present: Police Chief Nick Sikora; Village Attorney Brian O'Connor

Others Present: Wayne Byerhof

1. Call to Order – Chairman VanBogaert called the meeting to order at 7:06 p.m.
2. Pledge of Allegiance – Commissioner Marshall led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Public Comments – None
5. Approval of Previous Meeting Minutes – A motion to approve the January 25, 2018 minutes was made by Commissioner Miller and seconded by Commissioner Marshall. The motion carried by unanimous voice vote.
6. Attorney – Village Attorney O'Connor stated original appointment of police officers in Elburn is under review. Currently, the Village requires pre-certification of all candidates but it does not have to be. He asked the Commission if they would like to consider changing the rules to expand the pool of potential applicants by allowing un-certified applicants. In addition to lateral transfers, a separate list of the un-certified applicants may be maintained. Preference points can be awarded for certain things (certifications, etc.). Although Elburn has had success hiring pre-certified officers, Chief Sikora said five of the top candidates on our current eligibility list were eliminated due to background checks—even though the candidates were certified, there was a reason they were looking for new employment. A major advantage of a pre-certified candidate is that cuts down the time spent bringing them onboard (training, etc.) substantially. The timeline until an un-certified candidate is on the streets on their own is quite a bit longer—attending the academy (14 weeks), and then probably another four months of field training. The amount of probationary time to observe a new hire is reduced significantly compared to a pre-certified candidate. It was suggested the probationary period for new un-certified candidates be extended to 18 months—which will have to be negotiated with the union. The current Collective Bargaining Agreement (CBA) is in place through April 2019 and we can see if they would be agreeable to the extension. The Commission rules can be amended to specify how the Commission would choose between the two lists—we do not want too much discretion which could become an issue for the Village.

Sikora said perhaps at some point in the future Elburn can start a cadet program which could be a good source for potential candidates because they will have already been working with the department, know the rules, the community, etc. Sikora said he (as well as other communities) is having problems hiring part-time officers to help cover shifts. Sikora hopes to get Village Board approval to add another full time officer next fiscal year.

The current eligibility list expires in May 2018. Due to the limited timeline, there was consensus from the Commissioners to proceed with the current process to establish a new eligibility list. Further exploration of establishing two lists will be examined.

7. Police Department – No further report
8. Attorney – No report
9. Communications – No report
10. Old Business
 - a. Revision to Police Commissioner's Rules & Regulations About the Time Period for Probation – Chief Sikora distributed the suggested revision to Chapter V, Section 2 (Probation), first paragraph to the Commissioners. If approved, it will match the CBA. It clarifies that the Commission will hear from the chief at the 12 month mark: 1) if a probationary period will be extended another three months; or 2) if the probation will end at 12 months because of satisfactory performance. A motion was made by Miller and seconded by Marshall to revise the paragraph as presented. A roll call vote ensued. Ayes: Marshall, Miller, VanBogaert. Nays: None. Motion carried. Chief Sikora will ensure the process for revision is complete prior to starting the next eligibility list process. O'Connor will email the Rules & Regulations file to VanBogaert who will make the revision. When the revision is complete, VanBogaert will email the file to Sikora and BCC the Commissioners so it will not be an Open Meetings Act violation.
11. New Business – There was discussion of the process for the next eligibility/testing process. There was consensus from the Commissioners for Sikora to post the ad prior to the next meeting only after obtaining feedback/approval from the Commissioners. If there are serious questions, perhaps a special meeting would be necessary. The goal is to publish the ad on March 9 with deadline of April 6. At the next meeting, the schedule for orientation, oral interviews, etc. will be set. VanBogaert suggested using Police Consultants for testing as their pricing is comparable with Standard and Associates.
12. Adjournment - VanBogaert motioned to adjourn the meeting at 8:25 p.m. with Miller seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,

Diane McQuilkin
Village Clerk