



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 the Regular Meeting
November 5, 2018

CALL TO ORDER and ROLL CALL:

The meeting was called to order at 6:00 p.m. by Chairman Rubin in the Trustee Conference Room at Village Hall. Commissioner Johnson called the roll and noted for the record that a quorum was present at the meeting. Present were Chairman Rubin, Commissioners Hartman, Kulwin and Johnson. Also in attendance were Police Chief Casstevens, Fire Chief Baker, Deputy Police Chief Eisenmenger, HR Director Malinowski, Management Analyst Golbach, and Trustees Ottenheimer III and Smith. Absent was Commissioner Dibbern.

APPROVAL OF MINUTES:

- A. Commissioner Kulwin made a motion, seconded by Commissioner Hartman to approve the minutes of the Regular Board of Fire and Police Commissioners (BFPC) Regular Meeting of October 1, 2018. Commissioners Kulwin, Johnson and Chairman Rubin voted in favor of the motion. Commissioner Hartman abstained. The motion passed.

CHAIRMAN'S REPORT:

- A. Chairman Rubin advised that the Commissioners will review and discuss the questions for the Lieutenant Oral Interviews during Executive Session.
- B. Chairman Rubin reported that he received the CPR scores, which will be included in the finally tally.

COMMISSIONERS' REPORTS:

- A. Commissioner Johnson thanked the fire department for assisting the Village of Highland Park with responding to drowning incident / emergency.
- B. Commissioner Johnson reported that she is planning on attending the Police Department Trivia Night, and she inquired about the status of payment for her sponsorship and Rotary team payment.

CHIEFS' REPORTS

POLICE DEPARTMENT

- A. Police Chief Casstevens reported that officers Michael Essig and Taylor Franzen have been released from field training.
- B. Police Chief Casstevens reported that the Police Department is restarting the Chaplin Program. Reverend James Andrews from Hope Lutheran Church will serve as the Chaplin.

The department is setting up a breakfast meeting and will introduce the new Chaplin at the Village Board meeting in about one month.

- C. Police Chief Casstevens shared a photo badge of Scott Anderson when Scott was a rookie police officer.

FIRE DEPARTMENT

- A. Fire Chief Baker reported that the department is in the midst of ongoing background checks and will have two packets to present for review by next meeting.
- B. Fire Chief Baker reported that Glen Berg is retiring and his Walkout is on November 25, 2018. Chief Baker also shared a flyer from the Elgin Fire Department announcing the retirement of several fire fighters. He presented this as an illustration of how much respect other departments have for Buffalo Grove, as the photo of a car exiting the highway showed the driver heading to Buffalo Grove.
- C. Fire Chief Baker reported on the status of the Final Eligibility Register. There are three candidates in process, two not hired, two passed on offer, and one declined.
- D. Fire Chief Baker reported that he will bring forward paperwork for the successful probation of Michael Manka.

QUESTIONS FROM THE AUDIENCE:

- A. None.

OLD BUSINESS:

- D. None.

NEW BUSINESS:

- A. Chairman Rubin asked the Commissioners to review the 2019 calendar to ensure no conflicts. The 2019 calendar will be finalized by after the December meeting.
- B. Chairman Rubin advised that Secretary Dibbern will send a schedule for the December 1, 2018 Lieutenant Oral Interviews via email shortly after the meeting.
- C. Police Chief Casstevens gave an update on the status of the lateral entry candidates. We are going through the list faster than anticipated, as several candidates were not advanced in the hiring process. A discussion ensued about the need to start a new lateral entry process in anticipation of the current list being exhausted soon. Commissioner Hartman made a motion to start a new lateral entry process, seconded by Commissioner Kulwin. The motion passed.

EXECUTIVE SESSION:

A motion was made by Commissioner Hartman, seconded by Commissioner Kulwin, for the Board to adjourn to a Closed Executive Session as authorized by Subsection 2(a) of the Illinois Open Meetings Act [5ILCS 120/2(c)(1)] for the purpose of 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.

The Commission moved to Executive Meeting from 6:16 p.m. to 6:55 p.m.

- A. Executive Session – Discussion of Personnel: Section 2(C) (1) of the Illinois Open Meeting Act.

RETURN TO OPEN SESSION:

The open session resumed at 6:55 p.m.

- A. **Police Officer Candidate:** Jennifer Pascoe. A motion was made by Commissioner Kulwin, seconded by Commissioner Hartman to make a conditional offer of employment to Police Officer Candidate Jennifer Pascoe. Commissioners Hartman, Kulwin, Johnson, and Chairman Rubin voted against the motion. The motion failed.
- B. **Police Officer Candidate:** Sergio Abrego. A motion was made by Commissioner Hartman, seconded by Commissioner Kulwin to make a conditional offer of employment to Police Officer Candidate Sergio Abrego. Commissioners Hartman, Kulwin, Johnson, and Chairman Rubin voted against the motion. The motion failed.

ADJOURNMENT:

A motion was made by Commissioner Hartman, seconded by Commissioner Kulwin, to adjourn the meeting at 6:58 p.m. All Commissioners present voted in favor of the motion. The motion passed.

Respectfully submitted,

Adriane L. Johnson, Acting Secretary
Board of Fire and Police Commissioners