

# FRANKFORT BOARD OF POLICE & FIRE COMMISSIONERS

## MINUTES OF THE AUGUST 4, 2020 MEETING

Location: Frankfort Village Hall  
432 W. Nebraska  
Frankfort, IL 60423

### 1. **Call to Order & Roll Call**

Meeting to called to order at 8:05 a.m.

Parties Present:       Commission Joe Kelley  
                              Commission John Sunderland  
                              Commission Deadra Stokes  
                              Chief John Burica  
                              Sergeant Jaicomo  
                              Detective Sroka

### 2. **Approval of the Minutes from 6/24/2020**

The minutes of the 6/24/2020 meeting were presented to the Board for review, action and approval.

*A motion to approve the minutes were made by Commissioner Kelley, seconded by Commissioner Stokes. Motion was approved unanimously.*

### 3. **Chairman's Report**

Chairman Kelley had a discussion with Labor Attorney, Ray Carlson, regarding an issue with an officer.

### 4. **Chief's Report**

New Officer Hiring Status:

Chief Burica reported that currently there are five (5) vacancies however there has been a delay in securing spots at the Academy. At the last meeting it was reported that the Village had various openings but since that time those spots have been moved as follows:

- 1 Academy opening for September, 2020 has now moved to October, 2020
- 2 Academy openings for January, 2021 has now moved to February, 2021;and
- 1 Academy opening in May, 2021.

### Update on Candidate Background Checks:

The process for conducting the background checks on officer candidates includes, but is not limited to, investigating various databases; performing background interviews with candidates, speaking with neighbors and friends.

**9 candidates were advanced through the background process. A report was provided on each of the 9 candidates. The results of the background process for the 9 candidates were as follows:**

Candidate #1 – not selected as viable candidate to proceed to the next phase of hiring;  
Candidate #2 – was recommended as a viable candidate to proceed to the next phase of hiring;  
Candidate #3 - not selected as viable candidate to proceed to the next phase of hiring;  
Candidate #4 – withdrew from the process due to acceptance of employment elsewhere;  
Candidate #5- not selected as viable candidate to proceed to the next phase of hiring;  
Candidate #6 - was recommended as a viable candidate to proceed to the next phase of hiring;  
Candidate #7 – background process has not been completed;  
Candidate #8 – withdrew application for consideration;  
Candidate #9 - background process has not been completed

### Officer Promotions:

Chief reported that there are currently 11 candidates available for Officer Promotion Process. The written examination was scheduled to take place on August 4. The Tactical portion of the examination was set to take place on August 27 or August 28<sup>th</sup>.

No further action needed at this time.

### **5. New Business**

No new business

### **6. Old Business**

#### **A. Status of new hiring (open vacancies)**

As discussed the following vacancies for the Village exist: 1 Academy opening in September that has now moved to October, 2 Academy openings in January that has moved to February, 2021; and; 1 Academy opening in May, 2021.

The Village will immediately start conducting background investigations on the top 5 candidates of the approved new hire list as presented.

B. Status of newly hired officers (at the Academy, in field training or on probation)

All 5 Officers that were hired in the last 18 months have been doing well in their new positions.

C. New hiring candidate process

A oral report was provided to the Commissioners regarding the Background check process for 9 candidates was presented by Sergeant Jaicomo and Detective Sroka. As written above, Candidate 2 and Candidate 6 were both recommended for offers of conditional employment. Candidate 4 and Candidate 8 withdrew their applications and are no longer being considered for employment. Candidates #1, #3, #5, #7 and #9 were not recommended.

*Commissioner Sunderland made a motion to offer conditional employment to Candidate #2 immediately and Candidate pending an Academy opening. Commissioner Stokes second the motion. The Motion passed unanimously.*

D. Status of Promotion Testing

It was reported that 11 candidates are eligible for promotion testing. Promotion testing is scheduled for August 7<sup>th</sup>. The tactical portion of the testing will take place on August 27<sup>th</sup> and August 28<sup>th</sup>. Interviews will be scheduled sometime in September.

E. Consider changes to operating procedures (adding fitness requirement to hiring)

Discussion took place regarding adding fitness requirement to hiring in the operating procedures. Further discussion will take place at a later date.

**7. Correspondence**

No correspondence was presented to the review.

**8. Other Business**

No other business to discuss at this time.

**9. Next Meeting Date**

Next meeting date will be announced.

**10. Adjournment**

*Motion to Adjourn at 9:00 a.m. presented by Commissioner John Sunderland.  
Commissioner Stokes presented a second. Motion unanimously approved.*

Meeting adjourned at 9:00 a.m.

**Minutes Drafted by:  
Commissioner Deadra Stokes**