

**MINUTES OF THE OPEN SESSION OF THE SPECIAL MEETING OF
THE BOARD OF FIRE AND POLICE COMMISSIONERS OF
THE CITY OF NORTH CHICAGO**

November 18, 2013

Held in the West Conference Room of the City of North Chicago,
1850 Lewis Avenue, North Chicago, Illinois

1. Chairwoman Dicker called the meeting to order.
2. Roll call identified the following Commissioners present:
Chairwoman Velma Dicker
Secretary Shawna Huley
Commissioner Vanderbilt Blanchard

Other persons present included:
Attorney William Franks
North Chicago Police Officer Carl Sturt representing North Chicago F.O.P. Lodge 31
3. Old Business.
 - a. Final eligibility list for entry level positions in the police department. Chairwoman Dicker distributed copies of the list to the Commissioners.
 - i. Chairwoman Dicker received correspondence from the Mayor directing the Commission to hire the first seven candidates on the list.
 - ii. Chairwoman Dicker explained that some candidates may have found employment elsewhere in which case the Commission would seek a written declination of the appointment.
 - iii. Chairwoman Dicker shared with the Commission the letter to be sent to the seven candidates notifying them of the City's offer.
 - b. Police promotional examination.
 - i. Chairwoman Dicker shared with the Commission the August 22 notice on the police sergeant/lieutenant promotional examination. Chairwoman Dicker advised the Commission of her intent to provide that notice to the vendor to enable the vendor to prepare to facilitate the promotional process.
 - ii. Chairwoman Dicker advised that the written examination component was scheduled to take place in the training room on December 3, 2013 at 9:30 A.M.
 - iii. Chairwoman Dicker will confirm with the vendor, Dave Christian, that information with the vendor.
 - iv. Chairwoman Dicker advised the Commission that Lieutenant Wilson was responsible for posting the promotional examination sign-up sheets, including in the posting area on the lower level.
 - v. Police officer Carl Sturt clarified that the sign-up list was downstairs in the briefing room, posted on the board where other announcements are listed.
 - vi. Chairwoman Dicker advised the Commission that the headcount to the vendor was needed (1) to ensure the vendor had an idea of the number of applicants taking the test, and (2) because the vendor charged the Commission/City base on the number of applicants actually taking the test.
4. Public Comment.
 - a. North Chicago Police Officer Carl Sturt addressed the Commission.
 - i. Expressed the F.O.P. Lodge 31's desire to work with the Commission to ensure that the promotional process was user-friendly, fair and just, and transparent.

- ii. Officer Sturt requested a copy of the written process for the examination, how it's supposed to be conducted, and how each step in the process is supposed to be conducted. Officer Sturt provided sample situations and questions.
- iii. Chairwoman Dicker noted that these were addressed in the rules and regulations of the Board of Fire and Police Commissioners, City of North Chicago ("Rules"). She noted that the City's council and aldermen have amended those rules from time-to-time. She noted that both the police chief and fire chief have copies, as do the city council members, the mayor, the clerk's office and human resources.
- iv. General discussion ensued concerning accessibility to Commission's Rules.
- v. An involved discussion ensued concerning a candidate's access to individual test score results. Officer Sturt continued to pursue the question of candidates' access to results from the written test component, and the validity of the questions composing the test.
- vi. Chairwoman Dicker advised that the police chief selected members to serve as an "expert panel" to validate the questions included in the written test. An involved discussion ensued concerning how questions not validated are removed from consideration of the written test examination results.
- vii. Officer Sturt commented on questions involving several components of the promotional process, including the written examination, chief's points, oral interview, and candidates' timely access to the results of each of those components.
- viii. Chairwoman Dicker commented that the Commission would pursue (1) vendor scoring of the written examination on site to post the scores after the exam concluded, and (2) preparation of a worksheet to compile candidates' component test scores.
- ix. Officer Sturt concluded with a request for a more detailed written testing process for police promotions to sergeant and lieutenant, noting that because sergeants were not in the F.O.P. Local 31 the promotional process was not included as part of the City-Lodge collective bargaining agreement.

5. Closed Session. There were no items for closed session.

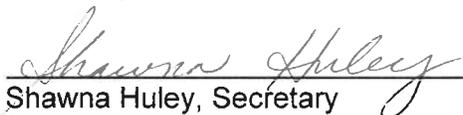
6. Action on items from closed session. Not applicable

7. Adjournment. There being no further business for the Commission, a motion was made by Chairwoman Dicker, seconded by Commissioner Blanchard, to adjourn. A voice call vote was taken on the motion with the following results: Yes – 3, No – 0, Abstain – 0, Absent – 0. Motion carried.

Approved by the Commission on FEB. 6, 2014.


 Velma Dicker, Chairwoman
 City of North Chicago
 Board of Fire and Police Commissioners

ATTEST:


 Shawna Huley, Secretary
 City of North Chicago
 Board of Fire and Police Commissioners