

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

March 3, 2016

Held at the City of North Chicago Police Annex,
1801 Sheridan Road, North Chicago, Illinois

1. Chairwoman Dicker called the meeting to order at 9:00 A.M.
2. Roll call identified the following Commissioners present:
 - Chairwoman Velma Dicker
 - Commissioner Vanderbilt Blanchard
 - Secretary Shawna Huley

Other persons present included:

- Attorney Joseph Miller of the law firm of Ottosen-Britz, Ltd.
- Attorney Brian O'Connor of the law firm of Ottosen-Britz, Ltd.
- Dell Urban, Chief, North Chicago Fire Department
- Luis Rivera, Officer, North Chicago Police Department
- Anthony Wells, Candidate for Police Officer Appointment
- Peter Katsaros, Attorney for Anthony Wells
- Jack Frigo, Reporter, Lake County News Sun
- Carl Evans, Third Ward Alderman, City of North Chicago

3. Chairwoman Dicker opened the meeting for Public Comment.
 - a. Attorney O'Connor. Reminded all present of the Commissioners' rules for public comment including the following.
 - i. Persons desiring to comment should sign-in (to ensure proper identification in the minutes).
 - ii. Persons to comment will be identified by the Chairwoman.
 - iii. Only one person would comment at a time.
 - iv. Persons could comment but the Commissioners would not engage in debate or discussion of comments provided.
 - v. Persons commenting were limited to 4 minutes.
 - b. Attorney Katsaros.
 - i. Offered comments on behalf of Candidate Wells.
 - ii. Requested the Commissioners reconsider the determination that Candidate Wells had failed the Background Check.
 - iii. Provided a written request, dated March 2, 2016, with the subject of "Anthony Wells Application" detailing the reasoning and basis for the request that the Commissioners reconsider the determination that Candidate Wells had failed the Background Check.
4. Approval of minutes.
 - a. The minutes from open session of the February 4, 2016 Board of Fire and Police Commissioners were reviewed. Chairwoman Dicker made the motion to approve the minutes as presented, seconded by Secretary Blanchard. No further discussion. Roll call vote: 3 Yes, 0 No. Motion and minutes approved.

- b. The minutes from closed session of the February 4, 2016 Board of Fire and Police Commissioners were reviewed. Secretary Blanchard made the motion to approve the minutes as presented and retain them as confidential, seconded by Chairwoman Dicker. No further discussion. Roll call vote: 3 Yes, 0 No. Motion and minutes approved.
5. Old Business.
 - a. Discussion/possible action on invoices for Commission services. There were no invoices presented for approval and payment.
6. New Business.
 - a. Review/discussion/possible action on Procedures for Public Comment. General discussion about clarified and expanded procedures on public comment. Commissioners preferred "Procedures" to "Rules" so as to avoid confusion with the Commissioners' Rules. Consensus that Procedures were proper and appropriate. Chairwoman Dicker mad the motion to approve the "Procedures Regarding Public Comment:" as amended, seconded by Commissioner Huley. No further discussion. Roll call vote: 3 Yes, 0 No. Motion and minutes approved.
 - b. Review/discussion/possible action on appointment of full-time police officers. Tabled until after Closed Session deliberation of candidate pre-employment check results.
 - c. Review/discussion/possible action on appointment of full-time firefighters. Tabled until after Closed Session deliberation of candidate pre-employment check results.
 - d. Review/discussion/possible action regarding promotional examination for the rank of sergeant for the North Chicago Police Department. The written test is scheduled for 9:00 A.M. on Tuesday, April 19, 2016. Scheduling allowed for the full 90-day study period. Chairwoman Dicker requested the number of eligible exam candidates explaining that she was concerned about the sufficiency of the training room to adequately accommodate the candidates. Chairwoman Dicker to contact Mr. Christian (written test vendor/provider) to arrange the expert review of the written examination.
 - e. Review/discussion/possible action regarding promotional examination for the rank of lieutenant for the North Chicago Fire Department. Chief Urban stated the written test is scheduled for May 23, 2016. Chief Urban discussed scheduling of the subjective component (oral interview, assessment center). Chief Urban noted there were presently 8 candidates. Consensus wat that each candidate would require about 1 hour. Consensus to conduct oral interview, assessment center on Thursday June 9 and Friday June 10. Chief Urban to reserve the West Conference Room in City Hall to conduct the activities and post notice of same.
 - f. Discussion/possible action on process for appointment of full-time firefighters. Tabled until after Closed Session deliberation of candidate pre-employment check results.

7. Closed Session. Chairwoman Dicker requested closed session for a discussion concerning the appointment, employment of specific persons for the City of North Chicago. Motion by Chairwoman Dicker, second by Secretary Blanchard, to enter closed session at 9:35 A.M. to discuss the appointment, employment of specific persons for the City of North Chicago per Section 2(c)(1) of the Open Meetings Act. There being no discussion, a roll call vote: 3 Yes, 0 No. Motion to enter closed session carried.

Members of the public left the meeting.

8. Chairwoman Dicker recalled open session to order at 10:42 P.M.
9. Action on items from closed session
 - a. Motion by Chairwoman Dicker, seconded by Commissioner Huley regarding the appointment of full-time firefighter Candidate #9 (Scardina) that he had passed his Background Check and was authorized to proceed with final pre-employment (medical) checks. There being no further discussion, a roll call vote: 3 Yes, 0 No. Motion carried.
 - b. Motion by Secretary Blanchard, seconded by Chairwoman Dicker, regarding the appointment of full-time firefighter Candidates #6 (White) and #7 (Sundquist) that they passed all pre-employment checks and are certified and authorized for appointment as of March 3, 2016 and notifying City Human Resources. There being no further discussion, a roll call vote: 3 Yes, 0 No. Motion carried.
 - c. Motion by Chairwoman Dicker, seconded by Commissioner Huley regarding the appointment of full-time police officer Candidate #11 (Patel) requesting further investigation by NCPD to clarify the Background Check report submitted by Det. Rivera. There being no further discussion, a roll call vote: 3 Yes, 0 No. Motion carried.
 - d. Motion by Secretary Blanchard, seconded by Commissioner Dicker, regarding the appointment of full-time police officer Candidates #12 (Scanlan) and #13 (Semple) that they had passed their Background Checks and were authorized to proceed with final pre-employment (medical, psychological, polygraph) checks. There being no further discussion, a roll call vote: 3 Yes, 0 No. Motion carried.
 - e. Consensus of the Commissioners to notify by letter other candidates as follows.
 - i. Letters that Candidate did not pass the Background Check to Firefighter Candidates #4 (Wollert) and #8 (Dykiel) and Police Officer Candidate #15 (Hartman).
 - ii. Letter that Candidate passed the Background Check but that the Commissioners determined other candidates were better qualified for appointment and Candidate remained on Final Eligibility List to Firefighter Candidate #5 (Rich).

10. Adjournment. There being no further business for the Commission, a motion was made by Commissioner Huley, seconded by Secretary Blanchard, to adjourn at 10:46 P.M. A roll call vote was taken with the following results: 3 Yes, 0 No. Motion to adjourn carried.

Respectfully submitted,

Brian O'Connor
One of the Commission's Attorneys

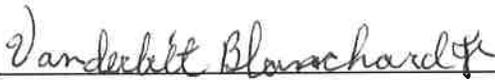
Attachments: Attorney Peter Katsaros' March 2, 2016, Letter to the Commissioners titled "Anthony Wells Application."
Procedures Regarding Public Comment

Approved by the Commissioners on April 7, 2016.



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

ATTEST:



Vanderbilt Blanchard
Secretary, Board of Fire and Police Commissioners
City of North Chicago

**City of North Chicago
Board of Fire and Police Commissioners
Procedures Regarding Public Comment**

The Illinois Open Meetings Act, Section 2.06(g) provides that "Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body."

Public comment offered to the Board of Fire and Police Commissioners (Board) is encouraged but cannot impede or interfere with the stated and published purpose of the meeting: to that end the opportunity for members of the public to address the Board shall comply with the following rules.

1. Persons wishing to speak may do so only after being recognized for that purpose by the presiding officer (usually the Board Chairperson, but possibly a Chairperson pro tem). Only one person may address the Board at a time.
2. Persons addressing the Board shall identify themselves for the record, and for the Board and members of the public also attending the meeting.
3. Persons addressing the Board will offer all comments in a courteous and professional manner, and refrain from use of inappropriate, offensive or profane language.
4. Persons addressing the Board will be limited to a period of not more than four (4) minutes for comments, after which they will return to their seat in an orderly, quiet and non-disruptive manner.
5. Persons addressing the Board may comment on issues of public interest: the Board will not respond nor engage in debate or discussion relating to comments offered or made.
6. Persons addressing the Board should refrain from offering repetitive or duplicative comments which offer no new information or perspective and which otherwise impede progress of the stated and published purpose of the meeting.
7. Persons addressing the Board will refrain from comments, gestures, or other verbal or non-verbal communications when not recognized to offer public comment. The presiding officer is charged with enforcing orderly decorum at meetings to enable effective and efficient consideration by the Board of the stated and published purpose of the meeting; to that end the presiding officer will request person or persons causing disruptive conduct to cease such conduct.
8. In the event public comment or behavior at the meeting becomes disruptive to the Board's effective and efficient conduct of the meeting, the presiding officer may recess the meeting until such time that conditions are conducive to resume conduct of the business of the public body. If the disturbance is particularly egregious, the presiding officer may recess the meeting to reconvene at a designated time, date and place. The proposition by the presiding officer to recess or to recess and reconvene at a later time, date and place shall be approved by the Board. If taken, the decision to recess shall be recorded in the minutes, along with the vote of the Board and a statement as to the cause of the disruption necessitating the recess.

Approved by the Board of Fire and Police Commissioners

March 3, 2016