

Minutes of the
South Barrington Police Commission
Held Tuesday, September 3, 2013 at 6:15 pm.

Call to Order. The meeting was called to order at 6:40 pm

Roll Call. Present: Commission Chair Dr. Shireesha Carse, Commissioner Neal Patel, and Commissioner Ken Michonski. A quorum was present. Also present was Police Chief Mike Deegan.

Full-Time Personnel. Chief Deegan stated that he has been in contact with Brandt Cappitelli, a candidate in good standing on the current roster. He met with Mayor McCombie. She made him a conditional offer of full-time employment pending physical and psychological exams. The offer was made via letter that was mailed August 28.

Part-Time Personnel. Chief Deegan led the discussion of the part-time officers that are currently on the eligibility register. He distributed a copy of the eligibility list.

Alan Webb. Chief stated that he talked to him in August of 2012 when a conditional offer of employment was made. At that time, Mr. Webb asked for a three month extension as he was busy with his work at the Chicago Fire Department. Since that time, Mr. Webb has had no contact with the police department or police commission. Dr. Carse commented that Mr. Webb had scored 100% on the written test.

Richard Malott. Chief Deegan stated that Mr. Malott was hired in December 2012 and resigned in March of 2013. Commissioner Patel asked why he resigned and the chief explained that Mr. Malott worked part-time at Wabunsee Community College and was the primary care-giver to his two small children while his wife worked full-time. The second part-time job proved to be too much for him with his other commitments.

Anthony Napolitano. Chief Deegan stated that several attempts were made to contact him about an offer of employment without reply. Finally, Mr. Napolitano replied in an email to the chief's secretary declining the offer.

Brandt Cappitelli. A conditional offer made on August 28, 2013; we are awaiting the results of the medical and psychological exams.

Adam Puralewski. The chief reported that Mr. Puralewski was hired in September of 2012 and is doing well. Chief Deegan is very pleased with Officer Puralewski's work performance.

Chief Deegan stated that a new eligibility register needs to be established even though the current one does not expire until February 24, 2014. He stated that the Commission's rules and regulations provide that a new list may be created before the expiration of the current one and that all candidates on the current register may be placed on the new register using

their old test scores or, if the Commission chooses, may be required to retest for a position of the new register.

Chief Deegan recommended that the next police applicant exam be for both part-time and full-time positions. Commissions agreed. Mr. Michonski asked if the police department currently needs a full-time officer after Brandt Cappitelli is hired. Chief Deegan stated yes. Mr. Cappitelli will replace the vacancy left by Officer Baker's resignation. He explained that one police sergeant is scheduled to retire in February 2014 and it is as yet unknown whether another officer currently on medical leave may not be returning to duty.

Mr. Michonski asked how many training officers there currently are and the chief informed him that there are currently two field training officers on staff.

The Commission reviewed the current staffing needs of the police department. Brandt Cappitelli will fill the current full-time officer vacancy. One part-time officer is still needed and one more full-time officer will be needed in February 2014. The village has allotted 19 full-time officers to the staff and between 6 or 12 part-time officers. There was confusion as to the number of part-timers allotted—either 6 or 12. Chief Deegan will pull the ordinance and find out.

Dr. Carse motioned to strike candidates Webb, Malott, and Napolitano from the current registry. Mr. Michonski seconded the motion and it carried by voice vote.

Sergeants Exam. Chief Deegan briefed commissioners on the necessity to run a sergeant's exam and reviewed the assessment center process. The Commission hires an assessor—last time they used Dan McCollum of the MAC Group—who will put together an assessment center, a series of evaluation exercises including a written exam, oral interview, and role play exercises. Independent raters will score the assessment center and make recommendations to the police chief and police commissioners. The chief may also make recommendations to the Commission. The complete assessment center process takes about three months. Chief Deegan stated that he has put out a request for proposals and will come back to the commission once he has been given a cost. He stated that last time it cost approximately \$3000.

Mr. Patel asked who is eligible to participate in the assessment center and asked whether the sergeants on staff have any say on who gets promoted. Chief stated that all non-probationary full-time officers who have been employed at least 2 years are eligible to take the sergeant's exam. He added that, in the past, the sergeants reviewed the applicants and made their recommendations to the chief. The chief has a five point preference (called "Chief's Points") that is tacked on to the candidate that he prefers.

Village Trustee Therese De Serto-Cohen joined the meeting at 6:52 pm.

Rules and Regulations. Commissioners discussed possible the changes that may be made to the Rules and Regulations.

Chief Deegan stated that there are changes in the new police contract regarding officer discipline. In the new collective bargaining agreement, if an officer is to be disciplined for more than five days, the officers now have the option of going before the police commission or before an arbitrator. This change should be incorporated into the Rules and Regulations.

Reviewing the Rules and Regulations, the chief stated that there are no provisions for demoting a sworn officer. The Commission can fire an officer but not demote. He suggested adding that section to the document. He also recommended adding a provision that would allow the Village to send a candidate to the police academy. He stated that he had explained it to Mayor McCombie and she agreed that if we received an application from a good candidate who has a college degree but has not completed the police academy that she would consider sending him/her to the police academy. Chief stated that the academy cost is about \$1900 but added that the Village receives a 50% reimbursement from the Illinois Training Board.

Ms. Cohen suggested that the commission also change the Rules and Regulations to allow for candidates on the register who have been passed over for hiring by the Village President be removed from the list.

Old Business

No old business.

New Business

No new business.

Dr. Carse motioned to adjourn from the regular meeting and move into executive session. Mr. Michonski seconded. Dr. Carse invited Ms. Cohen and Chief Deegan to remain in the executive session. Motion carried by voice vote.

The Police Commission discussed the part-time registry and changing the rules and regulations.

Motion to move out of executive session and back into regular session was made by Dr. Carse. Seconded by Mr. Michonski, the motion passed by roll call vote.

The Commission is currently accepting applications for the position of part-time police officer. Commissioners identified possible dates to meet to discuss the applications. The application deadline is October 11, 2013 and the orientation and written test will be held on October 26, 2013. They tentatively assigned October 19, 2013 as the date. Oral interviews will be scheduled after the written test is graded.

The Commission directed Chief Deegan to research and to report back the cost of the sergeants' assessment center.

Mr. Michonski motioned to adjourn; Mr. Patel seconded. Meeting adjourned at 8:03 pm

The September 3, 2013 minutes of the Police Commission were transcribed from audio recording and are respectfully submitted.

Recording Secretary

The minutes of the September 3, 2013 minutes were accepted on September 26, 2013.