

WEST CHICAGO CIVIL SERVICE COMMISSION

REGULAR MEETING MINUTES

Tuesday March 14, 2023

(1) Call to order and Establishment of a Quorum

Chairperson Keith Letsche called the meeting to order at 5:05 P.M. In attendance were Chairperson Keith Letsche and Commissioner Kevin Millon. Commissioner Edmond Moore was absent. Police Chief Colin Fleury was present. Human Resources Manager Sash Dumanovic was participating by phone conference.

(2) Approval of Minutes

Motion by Commissioner Millon to approve the minutes from the February 14, 2023 Regular Civil Service Commission meeting, seconded by Chairperson Letsche. No further discussion and motion carried.

(3) Correspondence

None

(4) Public Participation

None

(5) Old Business

- (a) Chief Fleury reported to Commissioners that written tests for two vendors were reviewed by Command Staff and the Human Resources Manager. While no testing instrument will be perfect, the proposal from IO Solutions was favored because it provided a scope, customization of questions, and test structure that align with the needs of the City of West Chicago Police Department. Proposals were similar in cost as previously presented and the City and Commission have used IO Solutions for the last round of entry-level and promotional Sergeant testing that yielded high quality entry-level hires and promotions.

Staff recommended utilizing the services of IO Solutions for the entry-level police officer testing to create a new registry of candidates. Motion made by Commissioner Millon to accept the staff recommendation, seconded by Chairperson Letsche. No further discussion and motion carried.

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(6) New Business

- (a) The 2022 Civil Service Commission Annual Report was submitted to the Commission from Human Resources Manager Dumanovic and accepted by the Commission.

(7) Items for Discussion and Possible Action

- (a) Lateral Police Officer Recruitment update
Chief Fleury reported that Lateral Officer candidate Matthew McClelland has completed most of the pre-employment hiring steps as outlined in the Commission Rules and Regulations. At the present time he has completed the visit to the occupational health provider for the medical step, and the results are pending. It is expected that an appointment letter will follow once this step is fully complete.

(8) Executive Session

- (a) Pursuant to Section 2(c)(1) of the Open Meetings Act for matters relating to the employment, appointment, compensation, discipline, performance, or disciplining of specific employees.

Commissioners had the opportunity to review the minutes from the Executive Session on February 14, 2023 meeting. There were no questions or further business to consider regarding the February 14th, 2023 minutes. Motion made by Commissioner Millon approve the minutes from the February 14, 2023 Executive Session of the Civil Service Commission, seconded by Chairperson Letsche. No further discussion and motion carried.

(9) When Applicable Items to be Referred for Final Action from Executive Session

None

(10) Adjournment

- (a) Motion by Commissioner Millon to adjourn the meeting. Seconded by Chairperson Letsche. No further discussion and motion carried. Meeting concluded at 5:17 PM.