

WEST CHICAGO CIVIL SERVICE COMMISSION

REGULAR MEETING MINUTES

Tuesday September 12, 2023 at 5:00 P.M. | West Chicago City Hall | City Council Chambers

(1) Call to order, Establishment of a Quorum

Chairperson Keith Letsche called the meeting to order at 5:04 P.M. In attendance were Chairperson Keith Letsche and Commissioners Kevin Millon and Edmond Moore. Human Resources Manager Sash Dumanovic and Police Chief Colin Fleury were present.

(2) Approval of Minutes

Motion by Commissioner Moore to approve the minutes from the August 8, 2023 Regular Meeting, the August 24, 2023 Special Meeting, the August 28, 2023 Special Meeting, and the September 7, 2023 Special Meeting. Seconded by Commissioner Millon. No further discussion and motion carried.

(3) Correspondence

None

(4) Public Participation

None

(5) Old Business

- a) Status update on entry-level police officer recruitment (informational)
 - i. Structured Oral interviews concluded on September 7th and the materials were delivered to the vendor for scoring. Once scoring is complete an initial register will be created and sent to candidates with instructions on claiming preference points.
- b) Status of legal opinion
 - i. The legal opinion from Commission legal counsel is pending and has not been received.

(6) New Business

- (a) Sergeant promotional testing process (informational)
 - i. Police Chief Fleury led the discussion on the testing process. IO Solutions will be facilitate the Sergeant promotional testing process. The cost proposal, test structure and format, use of scenario based questions, room layout, use of honorariums for evaluators, and preference points were discussed.
- (b) Lateral Hire
 - i. Police Chief Fleury informed the Commissioners that Daniel Schane has been hired through the Lateral Police Officer recruitment process and regulations. Officer Schane was sworn in and his first day of employment with the City of West Chicago was August 30, 2023.

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(7) Items for Discussion and Possible Action (summarized from above):

None

(8) Executive Session

None

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

None

(10) Adjournment

Motion by Commissioner Moore to adjourn the meeting. Seconded by Commissioner Millon. No further discussion and motion carried. Meeting ended at 5:27 PM.

