

**VILLAGE OF HUNTLEY
POLICE COMMISSION MEETING
July 8, 2010
GENERAL MEETING MINUTES**

CALL TO ORDER:

On Thursday, July 8, 2010 a meeting of the Village of Huntley Police Commission was convened at 3:00 pm at the Municipal Complex, Conference Room C107, 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

ATTENDANCE:

PRESENT: Chairman Jim Waters
Commissioner Don Arseneau
Police Chief John Perkins
Jan Stevens, Human Resources Coordinator

ABSENT: Secretary Tom Schaefer

A MOTION was made to approve the General Session Minutes of June 7, 2010.

MOVED: Commissioner Arseneau
SECONDED: Chairman Waters
AYES: All
NAYES: None
MOTION CARRIED: 2:0

Approval of the Executive Session Minutes of June 7, 2010 will be tabled until the next meeting due to the absence of Secretary Schaefer.

OLD BUSINESS:

There was discussion of the Police Recruitment process. Changes were discussed at the last meeting for the process. The Rules and Regulations will need to be revised to incorporate these changes.

Ms. Stevens distributed verbiage from Island Lake's Rules and Regulation that describe the process of utilizing a "Primary List."

Chairman Waters indicated that if the Commission adopts this type of procedure the Preliminary List would be in order of excellence utilizing the written scores and the Final List would be in order of excellence including preference points awarded. The Primary List would be the list of candidates contacted for oral interviews and include a score for the oral interview.

Chairman Waters has a concern regarding incorporating this language into Huntley's Rules and Regulations without consulting an attorney. Chairman Waters did not like the language on page 10, section e that allows exception in the hiring process for individuals who have passed the Minimum Standards Basis Law Enforcement Training Course. He also has concerns about the language regarding polygraph examinations because of CALEA requirements.

Chief Perkins indicated that we could change the language about the training course to state the exceptions would apply to certified Police Officers. The polygraph language could be adjusted to fit the CALEA standard.

Chairman Waters reiterated his concern regarding changing the Rules and Regulations without legal counsel. He would like to use John Brohier to assist in making the revisions. If this is not approved by the Village, then the Commission could go to plan B and take suggestions for revisions from everyone - the Commissioners, Chief Perkins and Ms. Chernak.

Chairman Waters indicated there is a concern if we delay the revision process because of the upcoming recruitment process. Since the details of the process would be included in the advertisement and not the Rules and Regulations, the Commission should be able to move forward with the recruitment process.

Ms. Stevens distributed information regarding the POWER Test offered by NIPSTA. They offer the test once per month except December - February due to weather constraints.

Ms. Stevens distributed a tentative timeline for the recruitment process.

Chairman Waters asked Chief if the timeline would work for the department and for CALEA requirements. Per Chief, it would.

Commissioner Arseneau asked for clarification regarding the BlueLine and the college fairs. Chief Perkins responded and provided the information.

Chairman Waters asked Chief Perkins if someone will be hired from this list. Chief indicated he has two budgeted positions and he hopes to fill them. It will depend upon the Village receiving money it is owed from the State of Illinois. Commissioner Arseneau indicated he heard a report that the State hopes to borrow money by November to pay its outstanding debts. Per Chairman Waters, the State is functioning like a bankrupt entity and the banks control what entities will be paid and when.

Chairman Waters would like to hire a professional to assist in revising the Rules and Regulations. If the Village does not approve this expense, Chairman Waters would like a letter from the Village stating that the expense is not approved. Chairman Waters will contact the Board regarding the Village's decision.

Jim asked Chief if there had been any disciplinary issues and Chief indicated there have not been any.

Chairman Waters made a motion to approve the timeline with the understanding that it could be adjusted as necessary.

MOVED: Chairman Waters
SECONDED: Commissioner Arseneau
AYES: All
NAYS: None
MOTION CARRIED: 2:0

Chairman Waters indicated that the fee that candidates need to pay to participate in our recruitment process was previously approved at \$25. This is the charge for the POWER Test paid directly to NIPSTA. Per Ms. Stevens, NIPSTA has raised the cost to \$30/test. Chairman Waters asked if there is a concern because candidates can retest if they fail. Chief Perkins indicated this is not a problem because the Village is only concerned that candidates pass the test.

Chairman Waters made a motion that the cost to candidates for our upcoming recruitment process would be NIPSTA's prevailing fee paid by candidates directly to NIPSTA to complete the POWER Test. Candidates will need to turn in a copy of their NIPSTA ID card proving successful completion of the POWER Test when they turn in their application.

MOVED: Chairman Waters
SECONDED: Commissioner Arseneau
AYES: All
NAYS: None
MOTION CARRIED: 2:0

Ms. Stevens indicated that the Village is in the process of creating an application that can be downloaded from our website for candidates to submit. Previously, application packets were purchased from COPS Testing Service.

Ms. Stevens will email Secretary Schaefer the documents distributed at the meeting and also ask for possible dates and times for a meeting the week of August 9, 2010.

ADJOURNMENT

At 3:30 pm a MOTION was made to adjourn the Police Commission meeting.

MOVED: Chairman Waters
SECONDED: Commissioner Arseneau

AYES: All
NAYS: None
MOTION CARRIED: 2:0

Respectfully submitted,

Jan Stevens