

# Antioch Police and Fire Commission

## Meeting Minutes

July 12, 2016

**I. Call to order**

A meeting of the Police and Fire Commission was called to order on July 12, 2016 at 6:03 pm by Commissioner Jim Kinney and seconded by Commissioner Scott Gartner at the Antioch Village Hall.

**II. Roll Call**

Antioch Police Commission conducted a roll call. The following persons were present: Jim Kinney, Scott Gartner and Jenny Olsen. Also in attendance were Antioch Police Chief Steve Huffman and Deputy Chief John Laskowski.

**III. Approval of Meeting Minutes**

- a. A motion was made by Commissioner Kinney to approve the meeting minutes from the April 12, 2016 quarterly meeting. The motion was seconded by Commissioner Gartner and passed with a majority "yes" vote.
- b. A motion was made by Commissioner Kinney to approve the minutes from the special meeting on June 7, 2016. The motion was seconded by Commissioner Gartner and passed with a majority "yes" vote.

**IV. Old Business**

**a. Sergeant's Examination Process**

**1. Implementation of Written and Oral Testing Dates:**

1. Deputy Chief Laskowski reported that the sign-up sheet for the testing is posted and all training material has been made available to interested applicants.
2. Commissioner Kinney outlined the process of the testing: first comes the written test, then Stanard will meet with the Police Department to develop the oral interview questions, after that Stanard will train the commissioners on the oral interview process and questions, lastly the commissioners would complete the oral interviews along with a representative from Stanard and Associates.
3. The written test will be on 9/15 at 4PM at State Bank of The Lakes and the Oral Exam will be on 10/6 at 4PM at State Bank of The Lakes.
4. As of 7/12/16 3 people had signed up for the testing.
5. Chief Huffman confirmed that merit points would be compiled by the Police Department prior to the testing.
6. Commissioner Kinney submitted a letter and memo to the Police Department to initiate the testing period.

**V. New Business**

- a. None

**VI. Correspondence**

- a. **None**

**V. Adjournment**

A motion was made by Scott Gartner and seconded by Jim Kinney to adjourn the special meeting of the Police and Fire Commission at 6:11.

Minutes submitted by: Jenny Olsen, Secretary, Antioch Police Commission

CC: Chairman Jim Kinney, Commissioner William Zeason, Commissioner Scott Gartner