

# Antioch Police and Fire Commission

## Meeting Minutes

January 17, 2017

**I. Call to order**

A meeting of the Police and Fire Commission was called to order January 17, 2017 at 3:45 pm by Commissioner Jim Kinney and seconded by Commissioner Scott Gartner at the State Bank of The Lakes.

**II. Roll Call**

Antioch Police Commission conducted a roll call. The following persons were present: Jim Kinney, William Zeason, Scott Gartner and Jenny Olsen. Also in attendance was Antioch Police Chief Steve Huffman and members of the Antioch Police Force.

**III. Approval of Invoices:** The following invoices were presented for approval:

- a. \$2,030 to Stanard and Associates for the Oral Board Interview and Scoring
- b. \$2,609.60 to Stanard and Associates for the Oral Board Interview, Written Examination Administration and Travel Expenses
- c. \$615.00 to the Illinois Association of Chiefs of Police for the study guides for the Written Examination

Commissioner Zeason moved to approve all invoices and Commissioner Gartner seconded the motion. Motion passed with a majority "yes" vote. Invoices will be forwarded to Village of Antioch Finance department for payment.

**V. Lateral Transfer Interview Discussion**

- a. The Commissioners reviewed a list of 12 possible interview questions and settled on six that would be asked to each candidate in the same wording and in the same order. Each interview was given a 45 minute time slot, 35 minutes for the actual interview and another 10 for scoring. All questions would be scored on a scale from 1-10.
- b. Chief Huffman distributed application packets to each Commissioner for the applicants.
- c. Commissioner Kinney explained to the observing members of the Police Force that the commission welcomed the comments, observations and input of the police officers but that the final decision for recommendation rests with the Commission

**VI. Lateral Transfer Interviews**

- a. A motion was made by Commissioner Zeason and seconded by Commissioner Gartner to adjourn the regular meeting and move to Executive Session.

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

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