

# Antioch Police and Fire Commission

## Meeting Minutes

February 3, 2017

### I. Call to order

A meeting of the Police and Fire Commission was called to order on February 3, 2017 at 12:00 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 were Antioch Police Chief Steve Huffman and Records Director Gina Zastany.

### III. Old Business

#### a. New Hire Testing

**1. Approval of the Initial Hire List:** Approval of the initial hire list will come after application of all applicable Preference Points. The top applicant applied for Educational Credit points but didn't have a degree because he didn't complete the required internship. Village Attorney Robert Long advised that the commission should not award credit without the full degree.

**2. Discussion regarding how many candidates on the Initial Hire List will move forward to background checks and oral interviews:** The top 10 candidates are subject to background checks and then oral interviews. Because candidates 9, 10, 11 and 12 all have the same testing score, the commission will include the top 12 candidates in the next step of oral interviews. Chief advised the commission that the police force will run initial background checks on the top 12 and check the validity of their Power Cards. Gina Zastany will post Revised Eligibility Roster after application of all preference points.

**3. Dates for Oral Interview:** Dates for the oral interviews were set for February 25<sup>th</sup> at 8:00 AM at State Bank of The Lakes. The commission will discuss and decide on questions to be asked before that time. ½ hour time slots to be assigned for each candidate. Before interviews, all candidates would be contacted to come to the police station for finger printing.

**4. Lateral Transfer Hire List:** A motion was made by Commissioner Gartner and seconded by Commissioner Zeason to offer conditional employment to the next candidate on the Lateral Transfer List subject to Medical, Psychological and Polygraph testing. Motion passed with a majority "yes" vote.

IV. **Adjournment:** A motion was made by Commissioner Zeason and seconded by Commissioner Kinney to adjourn the meeting of the Antioch Police and Fire Commission at 12:25 PM

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

CC: Chairman Jim Kinney, Commissioner William Zeason, Commissioner Michael Volling