

**MEETING MINUTES  
CITY OF ST. CHARLES  
BOARD OF FIRE & POLICE COMMISSIONERS  
Monday, April 8, 2013  
5 p.m.  
Fire Department Training Conference Room  
2<sup>nd</sup> Floor, Century Station**

Present: Chairman Haines, Secretary Livermore, Member Pacelli

Also Present: Interim Fire Chief Joe Schelstreet, Chief Jim Lamkin, Deputy Chief Steve Huffman, Det. Jerry Schomer, Det. Janice Schuessler, Det. Drew Lamela, John Broihier, Brian Townsend, Recording Secretary Nonda Anderson

**Call to Order**

Chairman Haines called the meeting to order at 5:05 p.m. Roll was called with three members present.

**Public Forum** – No public comments.

**Acceptance of Minutes**

Mr. Livermore made a motion to approve the minutes of the March 11, 2013 Regular Meeting as presented. Mr. Pacelli seconded. The motion passed by unanimous voice vote.

**Police Department Sergeant's Promotional Process**

Chief Lamkin reminded the Board that the Patrolmen's Union had made suggestions about the sergeant's promotional that differ from the current Board Rules. He asked if modifications could be made to the current Rules to an interview module and an assessment of some sort. Det. Schomer told the Board that they received a good deal of feedback from the members from the last process and they favored the challenge of the Board's questions and the scenario assessment component. He said they would also like to see the restoration of Chief's points and a candidate having at least 5 years' experience with the St. Charles Police Department. Chief Lamkin asked that the process have some sort of written exam or essay as writing skills are important to the job. Chief asked what the abilities were to make modifications to the process listed in the current Rules.

Mr. Broihier said St. Charles is a home rule community that allows changes outside of the statutes. He said in the end, though, the process has to be competitive and has to produce a rank order.

Chairman Haines asked that the group provide a formal, written proposal that the Board can consider as to how they fit with the current Rules.

Chief Lamkin asked if the statutes require a written component. Mr. Broihier said there was no specific requirement. Mr. Pacelli stated he felt a written component is important to the process. Chief Lamkin agreed that the written component is important and would like to see it based on St. Charles Rules, ordinances and policies. Mr. Schomer asked that their administration construct

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the assessment. Mr. Broihier suggested that an outside vendor be used to assist in order to validate the process. He said they can help construct whatever is desired, but can also make sure the outcome is measurable and can be ranked.

Chief Lamkin said he would work with the union members and bring back a formal proposal for the Board.

**Executive Session** – Mr. Pacelli made a motion to adjourn to Executive Session and Mr. Livermore seconded. The motion was passed by unanimous voice vote. The meeting was adjourned at 5:23 PM.

The meeting was reconvened at 5:50 PM.

Mr. Livermore made a motion to authorize John Broihier as Board Attorney to draft a letter to Mr. Soto that would specify the basis of why the Board made their decision and that the decision stands. Mr. Pacelli seconded. The motion passed by unanimous voice vote.

**Additional Business**

Chief Schelstreet report 17 applicants for firefighter/paramedic which averages two per day.

The next Board meeting is May 13, 2013.

**Adjournment** - With no further business, Mr. Livermore made a motion to adjourn the meeting; Mr. Pacelli seconded. The motion passed by unanimous voice vote. The Meeting was adjourned at 5:53 PM.

Respectfully submitted,  
Nonda Anderson, Recording Secretary