

**Village of Roscoe  
Fire and Police Commission**

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**10631 Main Street, Roscoe, Illinois 61073**

**Commissioners**

Jesse Garcia, Chairman  
Mark Nytko  
Robert Seibert

**Secretary**

Kylie Loewecke

**Attorney**

Charles P. Kostantacos

**MINUTES OF APRIL 20, 2016**

The regularly scheduled meeting of the Village of Roscoe Board of Fire and Police Commissioners was held in the main conference room of the Roscoe Village Hall on April 20, 2016. Chairman Garcia called the meeting to order at 5:35 p.m.

**Roll Call**

The Roll was called. Chairman Garcia, Commissioner Nytko, and Commissioner Seibert were present. Also in attendance were Deputy Chief Derek Lee, Attorney Charles Kostantacos, and Ms. Kylie Loewecke.

**Minutes**

The Commissioners reviewed the Minutes of the April 6th, 2016 meeting. No additions or corrections were made. On motion by Mr. Seibert and second by Mr. Nytko, the Minutes were approved as written by unanimous roll call vote; 3-0-0.

**Public Discussion**

None.

**Correspondence**

None.

**Old Business**

Attorney Kostantacos addressed the board on all updated information regarding entry-level testing. He conveyed IO Solutions had finished the procedure of verifying the accuracy of each application and ensured each applicant had met all of the requirements. IO Solutions confirmed that all 23 submitted applications were accurate, and met the specified criteria.

It was reestablished two representatives from IO Solutions would be present to proctor the written exam for the entry-level testing scheduled on Saturday, April 30<sup>th</sup>, 2016 at 9am. Deputy Chief Lee stated no orientation would be made by the police department before or after the testing. Then, Mr. Nytko substituted himself as the one commissioner

to witness the written exam on the above date- Mr. Seibert had been the one who had previously volunteered.

Mr. Nytko also reviewed the standard process of the oral exam portion for entry-level testing. Mr. Garcia then asked each member of the board to develop some questions for the use of the interview process. Questions would then be reviewed, and decided upon at the next meeting.

Lastly, the board reviewed the current status of the existing budget for the Fire and Police Commission. Mr. Garcia stated he felt there were enough funds for the board to use towards promotional testing, yet specified the need to be conservative, knowing future expenses lay ahead. The board quickly reread the proposal from IO Solutions and decided to continue with utilizing them for promotional testing. Mr. Garcia then requested Mr. Kostantacos to engage and receive a time line for promotional testing from IO Solutions. Mr. Nytko also added he believed the approximate timeline for promotional testing would span over three months.

**New Business**

None.

**Bills**

None.

**Attorney Report**

None.

**Closed Session**

None.

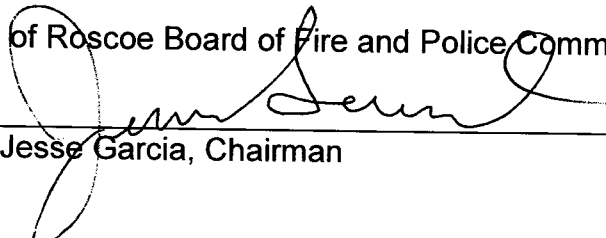
**Adjournment**

There being no further business coming before the Commission, Mr. Nytko moved to adjourn the meeting at 6:10 p.m. Mr. Seibert seconded the motion and the meeting was adjourned immediately thereafter by unanimous roll call vote; 3-0-0.

Respectfully submitted,

Village of Roscoe Board of Fire and Police Commissioners

BY:

  
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Jesse Garcia, Chairman

Minutes Approved

DATE: May 4, 2016.