

**Village of Roscoe
Fire and Police Commission**

10631 Main Street, Roscoe, Illinois 61073

Commissioners

Jesse Garcia, Chairman
Mark Nytko
Robert Seibert

Secretary

Kylie Loewecke

Attorney

Charles P. Kostantacos

MINUTES OF May 4, 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 May 4, 2016. Chairman Garcia called the meeting to order at 5:32 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 20th, 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 grading of the written of exam: 16 applicants had passed, 5 had failed. He passed around the results of the exam along to each member of the board. The board reviewed the candidates' passing scores. The board then studied documents they had received from Attorney Kostantacos in an email from the week previous. The documents included previous sample oral exam questions, an outlined letter to applicants successful in passing the written exam, and a memorandum of rules and regulations with respect to graded oral interviews.

The board discussed and decided Wednesday, April 18th, 2016 would be the acting date for the oral exam for entry-level applicants. Chairman Garcia selected the names in a

lottery drawing for fifteen minute time slots with the first interview beginning at 5:30pm on the above date. Mr. Garcia then directed Ms. Loewecke to send emails notifying each candidate who had qualified for the oral interview of the date and consequently, their particular time slot for that evening.

In regards to promotional testing, Attorney Kostantacos informed the board he had yet to receive any notification from IO Solutions. However, the board discussed and decided the promotional written exam to be administered on Saturday, October 1st, 2016. Deputy Chief Lee also indicated that the police department wished for the test to be administered locally. Mr. Garcia instructed Mr. Kostantacos to update IO Solutions on their decided timeline. Mr. Kostantacos noted that the board would need to have some announcement for promotional testing; he suggested a direct notice to each qualifying officer, citing that this would give them sufficient time to study any materials for promotional testing.

New Business

The board reviewed the emailed documents they had received from Mr. Kostantacos again, specifically those acting as example oral exam questions. Mr. Kostantacos also reiterated to the board the questions themselves and any follow-up questions thereafter could not interfere with the rules and regulations that had been provided. After hearing a few suggestions, Mr. Garcia organized the format for the entry-level oral exam and directed Mr. Kostantacos to prepare it before the interview date.

Bills

None.

Attorney Report

None.

Closed Session

None.

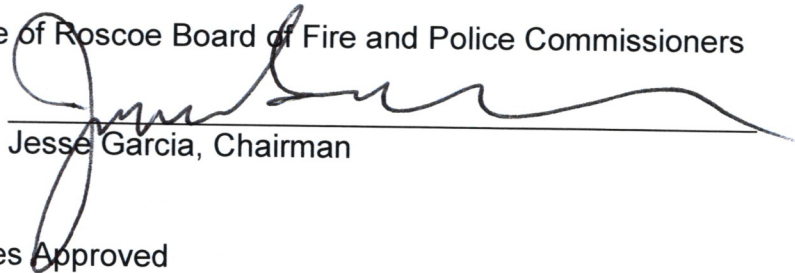
Adjournment

There being no further business coming before the Commission, Mr. Nytko moved to adjourn the meeting at 6:40 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:


Jesse Garcia, Chairman

Minutes Approved

DATE: May 18, 2016.