GURNEE CIVIL SERVICE COMMISSION

MEETING MINUTES

November 10, 2021

Present - Ty Bonds, Chairperson
Diane Summers, Secretary / Commissioner (remote)
Lori Hubbartt, Commissioner

Absent - None

Staff - Christine Palmieri, Director of Human Resources

Brian Smith, Police Chief

Public - None present

Meeting called to order at 6:02 p.m. by Chairperson Bonds

AYE: 3 Bonds, Summers, Hubbartt
NAY: 0
ABSENT: 0

Pledge of Allegiance – Chairperson Bonds led the Pledge of Allegiance.

Public Comment – None

Minutes - Motion to approve September 28, 2021 Regular Meeting Minutes: motion by Summers, second by Hubbartt; all Aye

Motion to approve special meeting open sessions minutes: October 26, 2021; October 27, 2021; October 28, 2021; November 2, 2021; November 4, 2021; motion by Summers, second by Hubbartt; all aye

Motion to approve special meeting closed session minutes: October 26, 2021; October 27, 2021; October 28, 2021; November 2, 2021; November 4, 2021; motion by Summers, second by Hubbartt; all aye

Bills – no bills

Executive Session – The Chairperson stated that tonight's executive session will reference **5 ILCS 120/2 2(c) (1)** regarding the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body to determine its validity.

It was moved by Hubbartt, seconded by Summers to adjourn the meeting into Executive Session.

Roll call,
Aye: 3 – Bonds, Summers, Hubbartt
Nay: 0 – None

Motion Carried.

Adjournment to Executive Session: Chairperson Bonds adjourned the meeting into Executive Session at 6:07 p.m.

MEETING MINUTES

Recall to Order

Chairperson Bonds recalled the meeting to order at 6:28 p.m.

New Business -

1. Review / approval of 2022 Civil Service Meeting Schedule: Commissioners reviewed and approved general meeting dates on the 4th Tuesday of each month, with exception of Thanksgiving week 2022; meeting dates may be modified / cancelled as needed during year; Palmieri asked if 7:00 p.m. start was still good or if Commission desired to start earlier; maintained 7:00 p.m. start time.

2. Review and approval of 2021 draft Civil Service Commission Annual Report: pending final numbers, Commissioners reviewed the report-in-progress to date; no changes or other suggestions; final copy to be distributed to Commission ahead of Village Board report.

3. Notices of Vacancy; Commissioners acknowledged Notice of Vacancy in the Police Department due an upcoming retirement.

4. Certification / Non-Certification of Police Officer candidates: Commissioners did not certify the continuation of fourteen candidates and names will be removed from the eligibility list; all aye

5. Certification / Non-Certification of Maintenance Worker I candidates: Commissioners did not certify the continuation of two candidates and names will be removed from the eligibility list; eligibility list is now exhausted and recruitment / testing process for new eligibility list has started; all aye

Chief Smith also requested dates for upcoming Sergeant promotional interviews. Chief Smith relayed the orientation was held today (November 10, 2021) and 17 officers have submitted letters of intent to test in the process. Next steps include the written examination in early January (pass / fail) followed by assessment center in late January. Tentative interview dates with the Commission reserved for February 22 and February 23, 2022.

Confirmation of Next Meeting – December 21, 2021; Chairman Bonds asked if this meeting will be held? Palmieri stated most likely will be cancelled; Chief Smith mentioned the possible need for a lateral police officer candidate interview in December and Commissioners informed of this and possibility of a Zoom interview to accommodate schedules.

Adjournment - motion to adjourn by Summers, second by Hubbartt; all aye.

Meeting adjourned at 6:45 pm

Prepared by Christine Palmieri on behalf of

Diane Summers
Secretary, Civil Service Commission