



BOARD OF FIRE & POLICE COMMISSION

Operating Under Council – Manager Government Since 1957

TO: Thomas Peters, Chairman, Commissioner Diane VanHootehem and
Commissioner Robert Fulton

FROM: Amanda Jennings, 9-1-1 Coordinator/Administrative Support Supervisor

DATE: February 20, 2024

SUBJECT: February 19, 2024 Board of Fire and Police Commissioners Meeting Minutes

The regular meeting of the Board of Fire and Police Commissioners was called to order by Chairman Thomas Peters on Monday, February 19, 2024 at 10:03 a.m.

Those present in person were: Chairman Thomas Peters, Commissioner Diane VanHootehem, Police Chief Police Russell Idle, Deputy Chief Kevin Legate, Secretaries Amanda Jennings and Jenna Hunt.

Public Forum (Citizen Comments)

None

Approve

Commissioner VanHootehem motioned to approve the minutes of the October 16, 2023 regular meeting. Chairman Peters seconded. Motion carried.

Correspondence

Police received a lateral application for an applicant who was deemed unhirable from another department. Amanda sent a letter to him about receiving the application.

Old Business

Police current staffing are down two officers. There are two new hires are in the academy and two are in the field training phase and all are doing well. There was discussion about the current eligibility list. Three of the candidates on the list have passed and six were taken off the list either declined or were disqualified. There are four more candidates on the list that are going through and finish the process. There was further discussion about background checks coming to the Police Department to review and will bring them to the board to review. Any emails sent to the board regarding the testing in the hiring process needs to be replied to the sender individually and not reply all.

Fire Chief Randy Hovind and Fire Deputy Chief John Seitz were absent due to a structure fire, so there were no department updates given.

There will be interviews for Captain promotions will be on April 4th and 5th with the written exam on April 29th.



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New Business

The 2024 meeting calendar were presented and reviewed.

The 2023 Annual Report was presented and reviewed. Deputy Chief Legate added that Sergeant Semington's promotion was missed and needs to be added with Lieutenant Kisler's promotion on August 14, 2023. Commissioner VanHootegem motioned to approve the report with the addition to be added. Chairman Peters seconded. Approved.

Police level entry testing was discussed due to timing of upcoming academies. It was decided to conduct another testing cycle in April. Orientation and written exams were scheduled for Saturday April 27, 2024 at 9 a.m. or Tuesday April 30, 2024 at 6 p.m. in the Public Safety Building Auditorium. Interviews will take place on Tuesday, May 14th.

Police Swear In ceremony is scheduled on Monday May 6th in City Council Chambers. Chief Idle is hoping to swear in two candidates.

There being no further business, a motion to adjourn the meeting was made by Chairman Peters and seconded by Commissioner VanHootegem. Meeting adjourned at 10:30 a.m.

The next regular meeting is scheduled for Monday, April 15, 2024 at 10:00 a.m. in the Administrative Conference Room, City Hall, Galesburg, Illinois

cc: Randy Hovind, Fire Chief
Russell Idle, Police Chief
Kelli Bennewitz, City Clerk
Media