

WEST CHICAGO CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

MINUTES

Regular Meeting

March 20, 2018

*Approved 4-10-18

(1) Call to Order and Establishment of a Quorum.

Chairman Juan Chavez called the meeting to order at 5:00 p.m. Commissioners in attendance: Kelly Mireault and Anthony Gagliardi. A quorum was established. Carol LeBeau was also in attendance.

(2) Approval of Minutes.

The minutes from the Commission's meeting on February 13, 2018 were approved. Motion made by Kelly seconded by Anthony. Motion carried.

(3) Public Participation – None.

(4) **Old Business** – Carol advised the Commission that police officer applicant number 21 successfully completed all pre-employment testing and began employment March 20, 2018.

(5) New Business – None.

(6) **Items for Discussion and Possible Action** – The Commission reviewed and discussed the recommendations for the Civil Service Rules and Regulations provided by the attorney. Discussion as follows:

Chapter II Section 4 - replace applicant for individual.

Section 6 – language was removed as the Commission does not perform a physical aptitude test.

Section 7 – language was added to clarify the pre-employment medical and remove physical aptitude which is not performed by the Commission. Juan requested the Civil Service attorney to provide a waiver for the Commission's review.

Chapter III Section 4 – physical aptitude test and power test were removed as they are not performed by the Commission.

Section 5 – language was added to clarify current practice for examinations appointed by the Commission.

Section 6 – existing Section was removed due to there being no physical aptitude test performed by the Commission.

Section 8 – Commission approved changes for preference points to the initial eligibility register and a maximum number of points to be awarded were determined. Commission has requested the attorney to provide input on number of days to provide certification for preference points.

Section 9 – a) Commission determined to include preference points following written examination prior to oral interview. Language will be clarified to reflect the change. d) language added regarding pre-employment medical examination.

Section 10 – c) language was added to clarify medical examination.

Section 12 – correction of the proper title for Illinois Law Enforcement Training and Standards Board.

Chapter IV Section 1 a) preference points were discussed and the Commission determined the number of points to be awarded.

Chapter V Section 3 – language was added to reflect current oath the City is using.

The timeline for the 2018 police officer testing was discussed. The date of June 30, 2018 was set for the written examination. The oral interview was tentatively set for the second or third week of July. The confirmation of the oral interview dates will be at the next meeting in April as the notice for police officer must be posted no later than May 1, 2018.

The discussion on record retention for Civil Service Files was tabled.

The Commission reviewed the Annual Report of 2017 to the Mayor and conditionally approved respectfully for Carol to check into the number of files reviewed by the Commission.

(7) Correspondence – None.

(8) Executive Session – None.

325 Spencer Street, West Chicago, Illinois 60185

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(9) When Applicable Items to be Referred for Final Action from Executive Session – None.

(10) Adjournment – A motion was made by Kelly and seconded by Anthony to adjourn the meeting. The motion carried and the meeting adjourned at 6:07 p.m. Motion carried.

Respectfully Submitted,

Carol LeBeau
Human Resources Coordinator