

WEST CHICAGO CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION MINUTES Regular Meeting April 10, 2018

*Approved 7-10-18

(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 March 20, 2018 was approved. Motion made by Kelly seconded by Anthony. Motion carried.

(3) Public Participation – None.

(4) Old Business – Carol reminded the Commission that the written exam for Police Officer will be held June 30, 2018 at the West Chicago High School. Under the direction of the Commission Carol LeBeau as Chief Examiner shall supervise the written examination.

(5) New Business – None.

(6) Items for Discussion and Possible Action –

The Commission reviewed and discussed the number of applications to be accepted for police officer and set the cut-off at 200 applications.

The sequence of the testing and passing grades for police officer were discussed by the Commission.

Carol explained the testing process for the newer Commission members. The Commission determined to accept the top 60 applicants to move on to the oral interviews. The weighted score for the written was determined at 40% the weighted score for the oral was set at 60%. The oral interview will determine pass or fail by using the Standard Error of Measurement (SEM). The dates for the oral interviews were discussed and confirmed for July 16 through July 20, 2018 with training for the Commission on July 16. Oral interviews will be conducted at the Police Department.

The Commission also discussed the timeline for police sergeant exam and tentative dates of September 11 through the September 12, 2018 were set.

(7) Correspondence – None.

(8) Executive Session – None.

(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 5:32 p.m. Motion carried.

Respectfully Submitted,

Carol LeBeau
Human Resources Coordinator