

WEST CHICAGO CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION MINUTES

Regular Meeting
September 10, 2019

*Approved October 9, 2019

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

The meeting was called to order by Chairman Gagliardi at 5:00 p.m. in the Council Chambers of the West Chicago City Hall. Commissioners in attendance: Anthony Gagliardi, Randy Wilson and Keith E. Letsche. A quorum was established. Also in attendance: Carol LeBeau, Chief of Police Michael Uplegger, Deputy Chief Julio Calabrese, Sergeant Christopher Shackelford, Officers Reavley, Peterson, Gelsomino, Bertany, and Reyes.

(2) Approval of Minutes.

Motion made by Anthony, seconded by Keith, to approve the minute of the Commission's Regular Meeting of July 9, 2019, with one correction regarding spelling. Motion carried. There was no quorum for the August 13, 2019 meeting.

(3) Public Participation. - None

(4) Old Business—None

(5) New Business—None

(6) Items for Discussion and Possible Action on. –

Preparation of Initial Eligibility Register for Police Sergeant

Preparation of Notice to Sergeant Candidates for Claiming Veteran and Educational Preference Points

Review Police Officer Applicant File

Discuss Police Officer Final Eligibility Register and Strike Names if Applicable

Motion to enter Executive Session

(7) Correspondence--None

(8) Executive Session—

Motion was made by Randy and seconded by Keith to enter into Executive Session at 5:02 p.m. for personnel matters [65 ILCS 5/10-1-1-7]. Motion carried. Commissioners adjourned Executive Session at 5:32 p.m. and requested Chief Uplegger be present in discussion of police officer applicant number four and re-enter Executive Session at 5:32, motion by Keith seconded by Randy. Keith motioned to adjourn Executive Session and Randy seconded it at 5:40 p.m. Commissioners returned to open session at 5:42 p.m.

(9) When Applicable Items to be Referred for Final Action from Executive Session—

The Initial Eligibility Register was prepared along with the Initial Eligibility Notice. The Commission distributed the documents to Chief Uplegger for his distribution to the applicants on the Register and Chairman Gagliardi instructed the applicants the procedure for submitting educational preference points. He stated that unofficial transcripts would be accepted within the 14 day period for submittal but before the preparation of the Final Eligibility Register official transcripts must be sealed and forwarded to Carol LeBeau.

The Commission conditionally certified applicant number four to move forward with the pre-employment testing conditional upon the applicant successfully completing the remaining testing required in accordance with the Rules and Regulations of the Civil Service Commission.

Motion made by Anthony and seconded by Keith to strike the names of applicants number 2, 5, 6,7,8,10,11,12,14,15,16,17,18 and 20, due to their declining to be considered for further consideration due to their obtaining positions elsewhere. Motion carried.

(10) Adjournment.

Motion made by Randy, seconded by Keith, to adjourn the meeting. Motion carried. The meeting was adjourned at 5:44 p.m.

Respectfully submitted,

Carol LeBeau
Human Resources Coordinator