

# WEST CHICAGO CIVIL SERVICE COMMISSION

## CIVIL SERVICE COMMISSION MINUTES

Regular Meeting

March 10, 2020

\*Approved May 12, 2020

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

The meeting was called to order at 5:03 p.m. in the Council Chambers of the West Chicago City Hall. Commissioners in attendance: Anthony Gagliardi, Keith Letsche and Randy Wilson. A quorum was established. Also in attendance: Carol LeBeau.

**(2) Approval of Minutes.**

Motion made by Randy seconded by Keith, to approve the minutes from the February 11, 2020 regular meeting. Motion carried.

**(3) Public Participation. - None**

**(4) Old Business. - None**

**(5) New Business. - None**

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

Keith made a motion seconded by Randy as presented to approve the Records Disposal Certificate for authority to dispose of Civil Service Records in accordance with the Local Records Commission. Directed by the Commission Carol will send the Certificate to the Local Records Commission and proceed accordingly.

Police Officer Eligibility applicant discussion. Keith made a motion seconded by Randy, that effective upon the receipt of the required pre-employment examination report and without further action by the Civil Service Commission number 19 will be struck from the Register without further action by this Commission. As directed by the Commission Carol will contact the Commission once the report is received and then provide a letter to the applicant on their behalf.

The Commission adjourned to Executive Session at 5:33 p.m.

**(7) Correspondence. - None**

**(8) Executive Session. –**

Motion was made by Keith pursuant to 5ILCS120/2(C)(21) to enter into Executive Session at 5:33 p.m. to review official record second by Randy. Motion carried.

**(9) When Applicable Items to be Referred for Final Action from Executive Session. –**

Commission adjourned from Executive Session at 5:39 p.m. and returned to open session at 5:40 p.m. with a motion by Anthony and second by Keith. Randy made a motion to approve the official record, seconded by Keith.

**(10) Adjournment.**

Motion made by Anthony seconded by Randy, to adjourn the meeting. Motion carried and meeting adjourned at 5:41 p.m.

Respectfully submitted,

Carol LeBeau  
Human Resources Coordinator