



Village of Arlington Heights
Board of Fire and Police Commissioners
HR Conference Room - 33 S. Arlington Heights Road

August 9, 2024
3:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of April 16, 2024
- B. Minutes of July 10, 2024
- C. Minutes of July 12, 2024
- D. Minutes of July 17, 2024
- E. Minutes of July 19, 2024
- F. Minutes of July 22, 2024
- G. Minutes of April 16, 2024 - Closed
- H. Minutes of July 10, 2024 - Closed
- I. Minutes of July 17, 2024 - Closed
- J. Minutes of July 19, 2024 - Closed
- K. Minutes of July 22, 2024 - Closed

IV. CLOSED SESSION

- A. 5 ILCS 120/2(c)(1): appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel.
- B. Conduct oral interviews for position of Police Officer

V. OLD BUSINESS

VI. NEW BUSINESS

- A. Approval of final Police Officer Eligibility List
- B. Vote on eligibility of specific candidate

VII. PUBLIC COMMENT

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of April 16, 2024

Department: HR

Minutes of April 16, 2024

ATTACHMENTS:

Description

Minutes of April 16, 2024

Type

Minutes

MINUTES OF THE OPEN MEETING OF THE FIRE & POLICE COMMISSION OF THE
VILLAGE OF ARLINGTON HEIGHTS HELD IN THE HUMAN RESOURCES ROOM ON
APRIL 16, 2024

Chairperson Dean Walsh called the meeting to order at 3:00p.m. The purpose of this meeting is to review and approve the minutes from March 18, 2024, discussion of the next entry level Police Officer and Firefighter exam process.

Roll call of members: Dean Walsh, Chairperson
Lynn Szabo, Commissioner

Also present were: Kelly Livingston, Fire & Police Commission Liaison
Greg Czernecki, Deputy Police Chief

Citizens to be heard: No one in attendance

Commissioner Dean Walsh moved to review and approve the Open Session minutes of March 18 2024.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Ramirez-Alonso

At 3:01p.m. Commissioner Lynn Szabo moved to go into Closed Session per 5ILCS120/2(c) (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel.

Motion was seconded by Dean Walsh.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Ramirez-Alonso

At 3:15p.m. Commissioner Dean Walsh moved to end Closed Session and go to Open Session.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Ramirez-Alonso

Commissioner Dean Walsh moved to approve the Closed Session minutes of March 18, 2024.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Abstain: Ramirez-Alonso

In summary of discussion regarding the Fire and Police Commission rules as it relates to the 2024 Entry Level Police Officer process the follow elements will be applied; a passing score for the written exam will be set at 70% - applicant(s) who fail to achieve a 70% passing score on the written exam will be disqualified from further consideration, the Fire & Police Commission oral interview score will constitute a pass/fail as part of the background process, the components of the eligibility list will represent the written score and consideration of preference points. Pursuant to Chapter 3 – Police Officer Examination Process, Section 3.2(c) Preference Points, the Commission has identified the following preference points, in addition to military preference points as described in 65 ILCS 5/10-2.1-8, at the beginning of the entry level process.

- 5 points – Must have at least one year of active duty and honorable discharge from service (or currently serve on inactive or reserve duty). A copy of a DD-214 (long form, including character of discharge) required as proof.
- 5 points – Applicants who have successfully been awarded a certificate attesting to the completion of the Minimum Standards Basic Law Enforcement Academy, are currently serving as an active full-time law enforcement officer and are otherwise ineligible for application under the Police Department's Certified Entry Program. A copy of a Illinois Law Enforcement Training and Standards Board Law Enforcement Officer Certification and employment status verification is required.
- 4 points – Civilian Employee preference points defined as current Village of Arlington Heights Police Department full-time civilian employees in good standing and who have served no less than 12 months. A letter attesting to satisfactory performance and eligibility from the Police Department is required.
- 3 points – Internship and Apprenticeship preference points defined as successful completion of a Police Department sponsored internship or apprenticeship program, either is a part-time paid or college course credit capacity. A letter attesting to satisfactory performance and eligibility from the Police Department is required.
- 3 points – Volunteer preference points defined as any person actively serving in a Police Department sponsored volunteer program for a period of at least 12 months in good standing. A letter attesting to satisfactory performance and eligibility from the Police Department is required.
- 2 points – Education preference points defined as any persons who have successfully obtained a bachelor's degree from an institution of higher learning accredited by the U.S. Department of Education. A copy of a diploma or official college transcripts is required.

Preference points offered shall not be cumulative. In cases of multiple preference point submissions by a single applicant, only the highest eligible preference points may be awarded. Applicants shall request and submit required documentation prior to posted application deadlines.

Commissioner Dean Walsh moved to approve the above for the 2024 Entry Level Police Officer exam process.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo Nays: None Absent: Ramirez-Alonso

In summary of discussion regarding the Fire and Police Commission rules as it relates to the 2024 Firefighter exam process the follow elements will be applied; a passing score for the written exam will be set at 70% - applicant(s) who fail to achieve a 70% passing score on the written exam will be disqualified from further consideration, the Fire & Police Commission oral interview will remain as part of the background process, the components of the final eligibility list will represent the written score along with the consideration of preference points.

Pursuant to Chapter 4 – Firefighter Examination Process, Section 4.1(d) Preference Points, the Commission has identified the following preference points, in addition to military preference points as described in 65 ILCS 5/10-2.1-6.3(h), at the beginning of the entry level process.

- 5 Points Military Experience: Must have at least one year of active duty and honorable discharge from service (or currently serve on inactive or reserve duty). A copy of a DD-214 (long form, including character of discharge) required as proof.

- 5 Points - EMT-Paramedic Certification Copy of IDPH or NREMT Paramedic certification required as proof: Must have either (Non-cumulative) Max 5 points:
 - o EMT-Paramedic certification from the Illinois Department of Public Health (or)
 - o Nationally Registered Paramedic from National Registry of Emergency Medical Technicians (NREMT)

- 3 Points - Office of the IL State Fire Marshal - Basic Operations Firefighter Certification: Must have completed this training program through either NIPSTA or Romeoville Fire Academy (no exceptions) Copy of BOF course completion from NIPSTA or Romeoville Fire Academy required as proof (and) Copy of IL-OSFM Certification required as proof. Max 3 points

Commissioner Dean Walsh moved to approve the above for the 2024 Firefighter exam process.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Ramirez-Alonso

There being no further business to discuss, Commissioner Lynn Szabo made a motion to adjourn Open Session at 3:20p.m.

Motion was seconded by Dean Walsh.

Motion approved.

Roll call: Ayes: Walsh, Szabo Naves: None Absent: Ramirez-Alonso



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 10, 2024

Department: HR

Minutes of July 10, 2024

ATTACHMENTS:

Description

Minutes of July 10, 2024

Type

Minutes

MINUTES OF THE OPEN MEETING OF THE FIRE & POLICE COMMISSION OF THE
VILLAGE OF ARLINGTON HEIGHTS HELD IN THE HUMAN RESOURCES ROOM ON
JULY 10, 2024

Chairperson Dean Walsh called the meeting to order at 3:00p.m. The purpose of this meeting is to interview for the position of Fire Lieutenant.

Roll call of members: Dean Walsh, Chairperson
Luis Ramirez-Alonso, Commissioner
Lynn Szabo, Commissioner

Also present were: Liz Mak, Assistant Director of Human Resources

Citizens to be heard: No one in attendance

At 3:03p.m. Commissioner Szabo moved to go into Closed Session per 5ILCS120/2(c) (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel.

Motion was seconded by Ramirez-Alonso:

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

At 5:29p.m. Commissioner Szabo moved to end Closed Session and go to Open Session.

Motion was seconded by Ramirez-Alonso.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

There being no further business to discuss, Commissioner Ramirez-Alonso made a motion to adjourn Open Session at 5:31p.m.

Motion was seconded by Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 12, 2024

Department: HR

Minutes of July 12, 2024

ATTACHMENTS:

Description

Type

No Attachments Available



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 17, 2024

Department: HR

Minutes of July 17, 2024

ATTACHMENTS:

Description

Minutes of July 17, 2024

Type

Minutes

MINUTES OF THE OPEN MEETING OF THE FIRE & POLICE COMMISSION OF THE
VILLAGE OF ARLINGTON HEIGHTS HELD IN THE HUMAN RESOURCES ROOM ON
JULY 17, 2024

Chairperson Dean Walsh called the meeting to order at 3:02p.m. The purpose of this meeting is to interview for the position of Fire Lieutenant.

Roll call of members: Dean Walsh, Chairperson
Luis Ramirez-Alonso, Commissioner
Lynn Szabo, Commissioner

Also present were: Liz Mak, Assistant Director of Human Resources

Citizens to be heard: No one in attendance

At 3:03p.m. Commissioner Szabo moved to go into Closed Session per 5ILCS120/2(c) (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel.

Motion was seconded by Ramirez-Alonso

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

At 4:55p.m. Commissioner Ramirez-Alonso moved to end Closed Session and go to Open Session.

Motion was seconded by Walsh.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

Commissioner Szabo moved to disqualify applicant, candidate 18, from further consideration of employment with the Fire Department pursuant to the Board of Fire and Police Commission Rule, Section 2.4 Disqualifications.

Motion was seconded by Ramirez-Alonso.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

There being no further business to discuss, Commissioner Ramirez-Alonso made a motion to adjourn Open Session at 4:56p.m.

Motion was seconded by Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 19, 2024

Department: HR

Minutes of July 19, 2024

ATTACHMENTS:

Description

Minutes of July 19, 2024

Type

Minutes

MINUTES OF THE OPEN MEETING OF THE FIRE & POLICE COMMISSION OF THE
VILLAGE OF ARLINGTON HEIGHTS HELD IN THE HUMAN RESOURCES ROOM ON
JULY 19, 2024

Chairperson Dean Walsh called the meeting to order at 3:00p.m. The purpose of this meeting is to interview for the position of Fire Lieutenant.

Roll call of members: Dean Walsh, Chairperson
Luis Ramirez-Alonso, Commissioner
Lynn Szabo, Commissioner

Also present were: Liz Mak, Assistant Director of Human Resources

Citizens to be heard: No one in attendance

At 3:00p.m. Commissioner Szabo moved to go into Closed Session per 5ILCS120/2(c) (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel.

Motion was seconded by Ramirez-Alonso

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

At 4:44p.m. Commissioner Ramirez-Alonso moved to end Closed Session and go to Open Session.

Motion was seconded by Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

There being no further business to discuss, Commissioner Szabo made a motion to adjourn Open Session at 4:44 p.m.

Motion was seconded by Ramirez-Alonso.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 22, 2024

Department: HR

Minutes of July 22, 2024

ATTACHMENTS:

Description

Minutes of July 22, 2024

Type

Minutes

MINUTES OF THE OPEN MEETING OF THE FIRE & POLICE COMMISSION OF THE
VILLAGE OF ARLINGTON HEIGHTS HELD IN THE HUMAN RESOURCES ROOM ON
JULY 22, 2024

Chairperson Dean Walsh called the meeting to order at 3:01p.m. The purpose of this meeting is to interview for the position of Fire Lieutenant.

Roll call of members: Dean Walsh, Chairperson
Luis Ramirez-Alonso, Commissioner
Lynn Szabo, Commissioner

Also present were: Beth Cooper, Human Resources Generalist

Citizens to be heard: No one in attendance

At 3.02p.m. Commissioner Luis Ramirez-Alonso moved to go into Closed Session per 5ILCS120/2(c) (1): appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

At 4:50p.m. Commissioner Luis Ramirez-Alonso moved to end Closed Session and go to Open Session.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None

There being no further business to discuss, Commissioner Luis Ramirez-Alonso made a motion to adjourn Open Session at 4:58p.m.

Motion was seconded by Lynn Szabo.

Motion approved.

Roll call: Ayes: Walsh, Szabo, Ramirez-Alonso Nays: None



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of April 16, 2024 - Closed

Department: HR

Minutes of April 16, 2024 - Closed

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: Minutes of July 10, 2024 - Closed

Department: HR

Minutes of July 10, 2024 - Closed

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: Minutes of July 17, 2024 - Closed

Department: HR

Minutes of July 17, 2024 - Closed

ATTACHMENTS:

Description

Type

No Attachments Available



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 19, 2024 - Closed

Department: HR

Minutes of July 19, 2024 - Closed

ATTACHMENTS:

Description

Type

No Attachments Available



**Board of Fire and Police Commissioners
8/9/2024**

Item: Minutes of July 22, 2024 - Closed

Department: HR

Minutes of July 22, 2024 - Closed

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: 5 ILCS 120/2(c)(1)

Department: Human Resources

5 ILCS 120/2(c)(1): appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel.

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: Conduct oral interviews for position of Police Officer

Department: HR

Conduct oral interviews for position of Police Officer

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: Approval of final Police Officer Eligibility List

Department: HR

Approval of final Police Officer Eligibility List

ATTACHMENTS:

Description

Type

No Attachments Available



Board of Fire and Police Commissioners
8/9/2024

Item: Vote on eligibility of specific candidate

Department: HR

Vote on eligibility of specific candidate

ATTACHMENTS:

Description

Type

No Attachments Available