

VILLAGE OF OAK LAWN, ILLINOIS  
9446 South Raymond Avenue  
FIRE & POLICE COMMISSION  
Wednesday, October 14, 2020

REGULAR MEETING MINUTES #20-07

Commissioner Rolence called the meeting to order at 6:41 p.m.

Roll call was taken. PRESENT: Al Moyzis, Member (District 1)  
Robert Crosby, Secretary (District 2)  
Robert Cook, Member (District 3)  
Kenneth Houbolt, Member (District 5)  
Philip Griffin, Member (District 6)  
John Rolence, Chairman (District 6)

ALSO PRESENT: Karen Borgman, Secretary to the Board  
Cary Horvath, Attorney  
Michael Smith, Attorney  
Zack Riddle, Fire Chief

ABSENT: Thomas Henehan, Member (District 4)

The Board reviewed the minutes from their September meeting. Commissioner Moyzis moved, seconded by Commissioner Cook, to approve Regular Meeting Minutes 20-06 dated Wednesday, September 9, 2020. Roll Call: All voted aye. Passed unanimously.

Commendation Certificates were received for the following members of the Oak Lawn Police Department: Tactical Officer Kyle Rodriguez, Tactical Officer Sean Heilig, Sergeant James Hunt, Tactical Detective Tim Shanahan, Tactical Detective Joe Lutzke, Tactical Detective Steven Scannell, Tactical Detective Mitchell Ally, Officer Pat O'Donnell, Detective Chris Fontaine and Officer Joel Bess. The Board congratulated them on their extraordinary performance and dedication to their profession and directed the Secretary to the Board to place the Commendation Certificates in their personnel folders.

An Honorable Mention Certificate was received for Officer Ward of the Oak Lawn Police Department: The Board congratulated him on his dedication to duty and directed the Secretary to the Board to place the Honorable Mention Certificate in his personnel folder.

Approval of Invoices:

- A. Trans Union LLC Invoice No. 09000340 dated September 25, 2020 in the amount of \$112.73 for our regular monthly fee.
- B. Odelson & Sterk Invoice No. 28591 dated September 14, 2020 in the amount of \$323.75 for services rendered during the month of August 2020.
- C. Stanard & Associates Invoice No. SA000045112 dated September 30, 2020 in the amount of \$395 for the pre-employment psychological exam for Ryan Robinson.



D. Kevin Shaughnessy invoice dated September 28, 2020 in the amount of \$50 for the pre-employment polygraph report for Brendan Murphy.

Commissioner Houbolt moved, seconded by Commissioner Moyzis, to approve the above listed invoices. Roll call: All voted aye. Passed unanimously.

The Board reviewed and discussed a previous request from Chief Riddle to hire one (1) Firefighter/Paramedic in the fire department. Commissioner Crosby moved, seconded by Commissioner Moyzis to ratify the hiring of Firefighter/Paramedic Candidate Brendan Murphy effective October 26, 2020. Roll call: All voted aye. Passed unanimously.

Ms. Borgman advised the Board that letters were being sent out by Thursday to eligible candidates regarding the upcoming police sergeant testing process. Once a candidate count is established the Board will determine if any of the test site locations will need to be changed to safely accommodate the candidates. Ms. Borgman received an inquiry from a candidate asking how their seniority points will be calculated. The candidate had resigned from the department and was later rehired. It is the opinion of the Board that his most recent hire date will be used for calculating seniority. Attorney Horvath will review the collective bargaining agreement to make sure there is no conflict.

A testing process for the rank of firefighter/paramedic is set to commence in November. Chief Riddle will be asking the Board of Trustees to amend the Village Code and make changes to the requirements to test. Changes would include lowering the minimum age back to 21 years old and also requiring a Basic Operations Firefighter Certification again. Commissioner Griffin moved, seconded by Commissioner Houbolt to reinstate these requirements pending the approval of the Board of Trustees. Roll call: All voted aye. Passed unanimously.

Ms. Borgman inquired with Chief Riddle if there was going to be a need to hold promotional examinations for the any of the Bureau Chief ranks. Chief Riddle stated there is a potential retirement in 2021 that would create a vacancy for Bureau Chief of EMS. No testing is needed at this time for Battalion Chief of Fire Prevention or Safety and Training.

Chief Riddle spoke more with the Board regarding a Firefighter/Paramedic Internship Program that he was in the process of developing. He is currently working to draft a document which will establish a Joint Membership Committee to set the guidelines for this program.

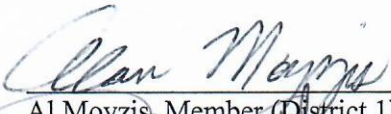
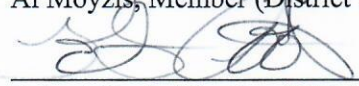
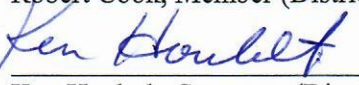
Ms. Borgman advised the Board that due to Covid-19 the Illinois Fire & Police Commissioners Fall Conference has been cancelled. In lieu of the conference they will be hosting a webinar on November 7, 2020. It will be offered for free to the first 500 attendees.

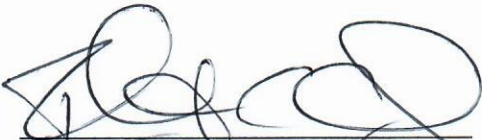
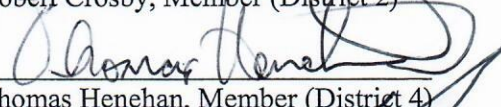
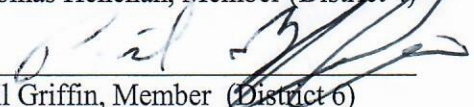
Ms. Borgman advised the Board that a FOIA request was received in September. The request was forwarded to the attorneys who handle these requests for the Village and it was determined that the requested records are exempt from disclosure.

The next regular meeting of the Board was scheduled for Wednesday, November 18, 2020, at 6:30 p.m.

There being no further business to come before the Board, Commissioner Cook moved, seconded by Commissioner Houbolt, to adjourn the meeting. Roll call: All voted aye. Passed unanimously.

The meeting was adjourned at 7:17 p.m.

  
Al Moyzis, Member (District 1)  
  
Robert Cook, Member (District 3)  
  
Ken Houbolt, Secretary (District 5)

  
Robert Crosby, Member (District 2)  
  
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