

**Record of Meeting**  
**Fire and Police Commission**  
**Wednesday, January 4, 2017 - 6:30pm**  
**Village Hall - Room 123**

Present: Commissioners John Hedgemann and John Hedges; Chair Mas Takiguchi

Absent: None

Also Present: Assistant Village Manager and HR Director Julia Scott-Valdez, HR Generalist Diana Farrera, IOSolutions Representative Amy Markowitz

Call to Order: Chair Takiguchi called the meeting to order at 6:32 P.M.

Public Comment

There was no public comment.

Confirmation of Officers/Roles for the Commission

Ms. Scott-Valdez introduced herself to the commission and spoke about her role at the Village and prior experience. She introduced Diana Farrera the HR Generalist. The Commissioners also introduced themselves and discussed their backgrounds. Ms. Farrera spoke about herself. Commissioners each introduced themselves.

Ms. Scott-Valdez asked if the Commissioners were comfortable with their roles. They were all comfortable but wanted more involvement in the hiring process.

Schedule of 2017 Meetings

Ms. Scott-Valdez suggested scheduling quarterly meetings now, as everyone is very busy. Chair Takiguchi agreed, adding that other meetings that occur on an as-needed basis can be added in when they come up. Ms. Scott-Valdez also noted that there needs to be a work plan but would leave that up to the Commission.

Overview of IOSolutions

Ms. Scott-Valdez stated that there are six vacancies for police officers due to sergeant promotions and people out on leave. She discussed concerns regarding the past police hiring processes and noted that the Chiefs along with the HR Director make the ultimate decision on who moved forward regarding who gets hired.

Amy Markowitz with IOSolutions introduced herself and gave an overview of her firm and experience with other municipalities and other states. She explained their recruiting and advertisements processes and deadline for the application process..

Police Hiring

Ms. Valdez discussed the need to hire more policemen as there are 8 policemen currently on leave and sergeant roll ups. She shared the calendar for the recruitment process that explained timelines.

Police Application Process

Commissioners are concerned with the cost of the application fee, as it may limit the amount of people who can apply. They will look into the possibility of reducing or even waiving the fee, although more data is required before making a final decision. They discussed a work plan to attract a more diverse pool of candidates in the near future as well as updating the ways in which police recruiting is advertised. Ms. Valdez did emphasize that the recruiting process in the future will be more active in the community. Commissioners again expressed their interest in having more input in the hiring process.

Sergeants Promotional

Ms. Valdez will meet with the sergeants union to discuss study time, possibly create study groups and provide orientation for candidates on what to expect during the interview process.

Review of Commissioners Rules & Regulations

Commissioners will review Rules & Regulations.

Adjournment

It was moved by John Hedgemann and seconded by John Hedges to adjourn. The motion was approved. Meeting adjourned at 8:13pm, Wednesday, January 4, 2017.

Respectfully submitted,

Diana Ferrara  
Recording Secretary

Minutes Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair