

MINUTES of POLICE AND FIRE COMMISSION
Thursday, 13 October 2016

A special meeting of the Glen Ellyn Police and Fire Commission was held in Room 301 of the Glen Ellyn Civic Center on Thursday, October 13, 2016. The meeting convened at 1:00 PM with Chairman James Meyers presiding, and Secretary Wesley Peters, member Cynthia Steinbach and Assistant Chief Bill Holmer of the Glen Ellyn Police Department attending.

The minutes of the meeting of September 19, 2016 were presented and approved as printed.

It was decided that the Orientation and Written Test for entry level Police Department applicants will be held on Saturday, November 19, 2016. On that morning, each applicant will be assigned a random code number at the time he signs in prior to the Orientation. Following the Orientation, we will administer the same written exam as last time. We will score the tests following completion of the test and then present each applicant with an envelope containing a letter which will specify whether they passed or failed the written test.

We finalized the scoring that will be used in evaluating candidates for promotion to Sergeant the next time we establish a promotional eligibility roster: "Promotional Potential" (20%); "Job Performance Rating" (10%); "Seniority" (2%); "Written Exam" (25%); "Assessment Evaluation" (20%); "Oral Interview by Commission" (23%).

We discussed, but did not finalize, the method that we will use in conducting the Commission's Oral Interview as well as the scoring system we will use.

The next meeting of the Commission was set for Friday, October 21, 2016. At that meeting we expect to establish a core base of questions that will be asked of every applicant at the beginning of the Oral Interview. Those questions will precede any follow up questions each member may choose to ask a candidate. We also plan to discuss the scoring system we will use for each Oral Interview. Finally, we hope to establish a time-line for establishing a promotional eligibility roster.

The meeting adjourned at 3:10 PM.

Wesley Peters, Secretary