



**DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**JUNE 12, 2023**  
**SECOND FLOOR CONFERENCE ROOM – 9:00 A.M.**

**Call to Order: 9:05 a.m.**

**Roll Call:**

**Albrecht: Present**

**Green: Present**

**Garceau: Present**

D. Michael Albrecht	Commissioner	Daniel Anderson	Fire Chief
Thomas Green	Commissioner	Matt Matzl	Deputy Chief Operations
Kristy Garceau	Commissioner	Sam Foster	Deputy Fire Chief Admin/Support Services
David Anderson	Police Chief	Becky Madison	Recording Secretary/ Director of Human Resources
Dan Shanahan	Deputy Chief – Patrol	Sarah Gianni	Management Analyst
Katie Kozlowski	Patrol Officer	Adam Banda	Detective
Joe Ciraulo	Fire Battalion Chief	Mike Beauvais	Detective

**Public Comment:** None.

**New Business:**

1. Review and Approval of a Background Investigator for the 2023 Probationary Firefighter/Paramedic Investigations.

Chairman Albrecht began discussion about KENTECH, the vendor being considered for the background investigations. This was the only response to the request for proposals received by the deadline. Fire Chief Anderson noted that KENTECH is a bigger operation. Human Resources Director Becky Madison added that she has previous experience with the company through her time at Glenview. Police Chief Anderson stated KENTECH’s reputation on the law enforcement side is very good. Chairman Albrecht asked whether reviewing a candidate’s traffic record going back 5 years was normal, to which Police Chief Anderson responded that the City does go back further, but that usually comes out when reviewing contacts.

Motion to approve Background Investigator for the 2023 Probationary Firefighter/Paramedic investigations.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

Chairman Albrecht asked whether KENTECH would have its people attend BFPC meetings, as the detectives who perform background checks do during candidate interviews. Human Resources Director Becky Madison confirmed that they will attend in person. It was asked whether KENTECH would be able to still provide Short Form recommendations, to which both Fire Chief Anderson and Human Resources Director Madison responded in the affirmative. Per Fire Chief Anderson, they follow the same rules and processes that the detectives follow.

Chairman Albrecht further asked how the applications were coming along. It was noted by Human Resources Director Madison that there were 19 remaining on the list for Fire, and the department is looking to fill 7 positions. They want to have everyone hired in September to make the October Academy date. Fire Chief Anderson noted there will likely be the need to compile a second list by the end of the year, and there were already candidates they could draw from as they missed the initial list cutoff due to not turning in all the required documentation by the previous deadline. National Testing Network (NTN) does continuous testing nationwide, so candidates that couldn't make the initial May 3 deadline, the City has their materials so they only need to complete the test to be on the next list.

**Executive Session:**

Motion to go into Executive session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the City under section 2(c)(1) of the Open Meetings Act at 9:15 a.m. via roll-call vote.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

**Back in Regular Session at: 10:45 a.m.**

**New Business Continued:**

2. Consideration of motions pertaining to the retention or removal of Lateral Police Officer Candidates from continued consideration in the selection process.
  - i. Motion to proceed with offer for Lateral Police Officer Candidate Zach Ferrier.



I hereby make a motion to extend an offer of employment to Zach Ferrier conditioned on successful completion of a psychological examination, a medical examination and/or drug and alcohol test all conducted by one or more professionals that the BFPC currently uses. My motion directs Human Resources to circulate the aforementioned test and exam results to the individual BFPC members prior to the next meeting.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate to receive a conditional offer.

ii. Motion to proceed with offer for Lateral Police Officer Candidate Chris Walberg.

I hereby make a motion to extend an offer of employment to Chris Walberg conditioned on successful completion of a psychological examination, a medical examination and/or drug and alcohol test all conducted by one or more professionals that the BFPC currently uses. My motion directs Human Resources to circulate the aforementioned test and exam results to the individual BFPC members prior to the next meeting.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion Carried. Candidate to receive a conditional offer.

iii. Motion to proceed with short form for Lateral Police Officer candidate Cyle Griffin.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

iv. Motion to proceed with short form for Lateral Police Officer candidate Oliver Sorisho.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

v. Motion to proceed with short form for Lateral Police Officer candidate Christopher Mazzeo.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

3. Consideration of motions pertaining to the retention or removal of Probationary Police Officer Candidates from continued consideration in the selection process.

i. Motion to proceed with short form for Probationary Police Officer candidate Brian Krieter.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

ii. Motion to proceed with short form for Probationary Police Officer candidate Frank Simmons.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

4. Consideration of motions pertaining to the retention or removal of Probationary Firefighter/Paramedic Candidates from continued consideration in the selection process.

i. Motion to proceed with short form for Probationary Firefighter/Paramedic Candidate Calvin Woodard.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

ii. Motion to proceed with short form for Probationary Firefighter/Paramedic Candidate Cody Holt.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion Carried. Candidate disqualified.

**Report of Commissioners:**

None.

Motion to adjourn.

Motion Made by	2 <sup>nd</sup>	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

**Adjourned at 10:50 a.m.**

**Next Special Meeting:** July 31, 2023 9:00 & August 1, 2023 at 9:00 a.m.

**Next Regular Meeting:** September 11, 2023, 6:00 p.m.



BOARD OF FIRE AND POLICE COMMISSIONERS  
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Respectfully submitted,

Sarah Gianni  
Human Resources Management Analyst

Approved this day 29th day of June, 2023

A handwritten signature in black ink, appearing to read 'D. Michael Albrecht', written over a horizontal line.

D. Michael Albrecht, Chairman

A handwritten signature in black ink, appearing to read 'Thomas Green', written over a horizontal line.

Thomas Green, Secretary

