



DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS
SPECIAL MEETING MINUTES
DECEMBER 16, 2024
SECOND FLOOR CONFERENCE ROOM – 9:00 A.M.

Call to Order: 9:06 a.m.

Roll Call:

Albrecht: Present

Green: Present

Garceau: Present

D. Michael Albrecht	Commissioner	Dan Shanahan	Deputy Chief - Patrol
Thomas Green	Commissioner	Kathy Derfler	Detective
Kristy Garceau	Commissioner	Katie Kozlowski	Patrol Officer - START
Sam Foster	Deputy Fire Chief – Admin/Support Services	Jennifer Nelson	Patrol Officer - START
Joe Ciraulo	Deputy Fire Chief	Becky Madison	Recording Secretary/ Director of Human Resources
Sean Flanagan	Deputy Chief – Support Services	Sarah Gianni	Management Analyst HR/Risk

Public Comment: None.

Executive Session:

1. 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 9:07 a.m. via roll-call vote.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

Back in Regular Session at 9:28 a.m.

New Business:

1. Consideration of motions pertaining to the retention or removal of Probationary Firefighter/Paramedic Candidates from continued consideration in the selection process.
 - a. I hereby make a motion to extend an offer of employment to Candidate Scott Murray, after he has obtained the age of 21 in February 2025, conditioned on the successful completion of a

psychological examination, a medical examination, and a drug/alcohol test, all conducted by one or more professionals that the BFPC currently uses. If for some reason one or more of those professionals are unable to promptly complete the examinations and/or tests, my motion gives the City of Des Plaines the ability to secure an alternative professional or clinic to promptly complete the exams and/or tests. My motion also directs Human Resources to promptly circulate the aforementioned test/exam results to the individual BFPC members. My motion also allows for the formal appointment of Candidate Scott Murray by the BFPC Chairperson without the need for the BFPC to reconvene if Candidate Scott Murray successfully passes the psychological, medical and drug/alcohol exams and/or tests. My motion however, precludes Candidate Scott Murray appointment if by chance he fails one or more of the aforementioned exams/tests and/or if one or more BFPC Members call for further discussion about Candidate Scott Murray’s appointment, with that call occurring within 3 calendar days of having received the exam/test results from Human Resources.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion Carried.

1. Discussion and approval of the final December 2024 Probationary Police Officer Eligibility Roster.

Chairman Albrecht had a question about the scoring for one candidate and Human Resources Director Becky Madison reached out to Commander Matt Bowler, Officer Katie Kozlowski and Officer Jenny Nelson who put the list together to come in and assist with the question. Albrecht was concerned that the last candidate on the list had a score of 58.33 when the cutoff was believed to be 60 points.

DC Dan Shanahan, Sean Flanagan and Officers Katie Kozlowski and Jennifer Nelson entered at 9:38 a.m. Officer Kozlowski explained that it’s not 60% of the score, it’s 60% of the weighted score. The City follows the recommended score provided by NTN. Officer Jenny Nelson added that the weight for both testing components are different percentages which impacts the overall weighted score. The candidate in question had a weighted score under 60%, but he passed the parameters of each section.

Motion to approve the final December 2024 Probationary Police Officer Eligibility Roster, as presented.

Motion Made by	2 nd	Albrecht	Green	Garceau
Green	Garceau	Aye	Aye	Aye

Motion carried.

New Business Continued:

Report of Commissioners:

- a. None.



Adjournment

Motion to adjourn.

Motion Made by	2 nd	Albrecht	Green	Garceau
Garceau	Green	Aye	Aye	Aye

Motion carried.

Adjourned at 9:42 a.m.

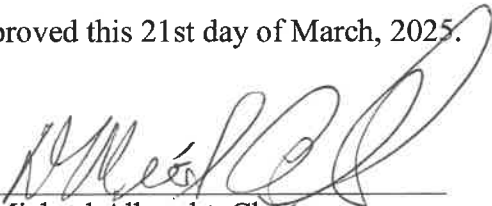
Next Special Meeting: March 5, 2024, 9:00 a.m.

Next Regular Meeting: March 10, 2025, 6:00 p.m.

Respectfully submitted,

Sarah Gianni, Management Analyst HR/Risk

Approved this 21st day of March, 2025.



D. Michael Albrecht, Chairman



Thomas Green, Secretary

