



**DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS**  
**SPECIAL MEETING MINUTES**

**MARCH 10, 2025**

**SECOND FLOOR CONFERENCE ROOM – 9:00 A.M.**

**Call to Order: 9:09 a.m.**

**Roll Call:**

**Albrecht: Present**

**Green: Present**

**Garceau: Present**

D. Michael Albrecht	Commissioner	Matt Bowler	Commander – Support Services
Thomas Green	Commissioner	John Rice	Commander - Investigations
Kristy Garceau	Commissioner	Mike Beauvais	Detective
Matt Matzl	Fire Chief	Ryan Borre	Detective
Sam Foster	Deputy Fire Chief – Admin/Support Services	Ryan Barrett	Sergeant
Dave Anderson	Police Chief	Adam Skotnicki	Detective
Sean Flanagan	Deputy Chief – Support Services	Becky Madison	Recording Secretary/ Director of Human Resources
Dan Shanahan	Deputy Chief - Patrol	Sarah Gianni	Management Analyst HR/Risk

**Public Comment:** None.

**New Business:**

1. Discussion and approval of the initial Firefighter/Paramedic eligibility register.

When reviewing the list, Chairman Albrecht asked if there was an estimate on when interviews would be held. Human Resources Director Becky Madison responded that the Commission is on track to hold interviews for the position of Firefighter/Paramedic in May. The first step in the process is to approve the preliminary list followed by a 10 day preference point submittal period. Therefore, the next meeting would likely be March 20th at the earliest. There will be a Police Lateral Interview on March 31<sup>st</sup> as well. After discussion, it was discovered March 20<sup>th</sup> would not work, so the next meeting date was set as March 21<sup>st</sup> at 11:00 a.m. to approve the final Firefighter/Paramedic Eligibility List.

Once the initial list is approved, the Detectives can start gathering background information and having the candidates complete their PHQ.

Motion to approve the initial Firefighter/Paramedic eligibility register, as presented.

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

Motion Carried.



Fire Chief Matt Matzl and Deputy Fire Chief Sam Foster exited at 9:18 a.m.

**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 9:37 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 11:58 a.m.**

**New Business Continued:**

1. Consideration of motions pertaining to the retention or removal of Probationary Patrol Officer Candidates from continued consideration in the selection process.
  - a. I hereby make a motion to extend an offer of employment to Candidate Mia Giglio, 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 Giglio by the BFPC Chairperson without the need for the BFPC to reconvene if Candidate Giglio successfully passes the psychological, medical and drug/alcohol exams and/or tests. My motion however precludes Candidate Giglio’s appointment if by chance she fails one or more of the aforementioned exams/tests and/or if one or more BFPC Members call for further discussion about Candidate Giglio’s appointment with that call occurring within 3 calendar days of having received the exam/test results from Human Resources.

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

Motion Carried.

- b. I hereby make a motion to extend an offer of employment to Candidate Hristo Papucharov, 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 Papucharov by the BFPC Chairperson without the need for the BFPC

to reconvene if Candidate Papucharov successfully passes the psychological, medical and drug/alcohol exams and/or tests. My motion however precludes Candidate Papucharov’s 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 Papucharov’s appointment with that call occurring within 3 calendar days of having received the exam/test results from Human Resources.

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

Motion Carried.

- c. I hereby make a motion to extend an offer of employment to Candidate Adam Lamberes, 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 Lamberes by the BFPC Chairperson without the need for the BFPC to reconvene if Candidate Lamberes successfully passes the psychological, medical and drug/alcohol exams and/or tests. My motion however precludes Candidate Lamberes’ 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 Lamberes’ appointment with that call occurring within 3 calendar days of having received the exam/test results from Human Resources.

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

Motion Carried.

- d. I hereby make a motion to extend an offer of employment to Candidate Jeffrey Velasquez, 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 Velasquez by the BFPC Chairperson without the need for the BFPC to reconvene if Candidate Velasquez successfully passes the psychological, medical and drug/alcohol exams and/or tests. My motion however precludes Candidate Velasquez’s 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 Velasquez’s appointment with that call occurring within 3 calendar days of having received the exam/test results from Human Resources.



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

Motion Carried.

**Report of Commissioners:**

- a. Chairman Albrecht asked whether Commander Matt Bowler thought there would be any issues with scheduling the background investigations, particularly doing them all at the same time (Police and Fire). Commander Bowler responded there would not be any issues.

**Adjournment**

Motion to adjourn.

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

Motion carried.

**Adjourned at 12:00 p.m.**

**Next Special Meeting:** March 21, 2024, 11:00 a.m.

**Next Regular Meeting:** June 9, 2025, 6:00 p.m.

Respectfully submitted,

Sarah Gianni, Management Analyst HR/Risk

Approved this 21st day of March, 2025.



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D. Michael Albrecht, Chairman



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Thomas Green, Secretary