



DES PLAINES BOARD OF FIRE AND POLICE COMMISSIONERS
SPECIAL MEETING MINUTES
MARCH 21, 2025
CONFERENCE ROOM 101 – 11:00 A.M.

Call to Order: 11:00 a.m.

Roll Call:

Albrecht: Present

Green: Present

Garceau: Present

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

Public Comment: None.

New Business:

1. Review and approval of the Special Meeting Minutes of December 12, 2024.

Motion to approve the Special Meeting Minutes of December 12, 2024 as presented.

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

Motion carried.

2. Review and approval of the Special Meeting Minutes of December 16, 2024.

Motion to approve the Special Meeting Minutes of December 16, 2024 as presented.

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

Motion carried.

3. Review and approval of the Special Meeting Minutes of March 5, 2025.

Motion to approve the Special Meeting Minutes of March 5, 2025 as presented.

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

Motion carried.

4. Review and approval of the Special Meeting Minutes of March 10, 2025.

Motion to approve the Special Meeting Minutes of March 10, 2025 as presented.

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

Motion carried.

5. Discussion and approval of the Final Firefighter/Paramedic eligibility register.

Chairman Albrecht inquired as to when background investigations would begin. Human Resources Director Becky Madison stated the backgrounds had begun. Fire Chief Matt Matzl noted there are currently four openings.

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

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

Motion Carried.

6. Discussion and approval of a Short Form for Candidate Aaron Krejci.

HR Director Becky Madison noted that there had been several attempts made to receive the PHQ from candidate Krejci. The current applicant tracking system used by the City allows for staff to see if a candidates has reviewed an email. In this case, multiple emails were received and opened, but no response from the candidate was sent.

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

Motion Carried. Candidate eliminated.



7. Discuss and approve a Call for Examinations for Probationary Patrol Officer.

Chairman Albrecht asked whether there were any changes with the examination for NTN. Police Chief Dave Anderson noted there were not, and that the passing score percentage recommendations were still the same as the previous exam. Human Resources Director Madison stated if the call is approved, the application will be posted on Monday, March 24, 2025.

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

Motion Carried.

The next meeting will be held on Monday, March 31st at 9:00 a.m. for one interview of a Lateral Police Officer Candidate.

Executive Session:

None.

New Business Continued:

1. Consideration of motions pertaining to the retention or removal of Lateral Police Officer Candidates from continued consideration in the selection process.
None.
2. Consideration of motions pertaining to the retention or removal of Probationary Police Officer Candidates from continued consideration in the selection process.
None.
3. Consideration of motions pertaining to the retention or removal of Probationary Firefighter Candidates from continued consideration in the selection process.
None.

Report of Commissioners:

- a. None.

Adjournment

Motion to adjourn.

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

Motion carried.



BOARD OF FIRE AND POLICE COMMISSIONERS
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Adjourned at 11:08 a.m.

Next Special Meeting: March 31, 2025, 9:00 a.m.

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

Respectfully submitted,

Sarah Gianni, Management Analyst HR/Risk

Approved this 31st day of March, 2025.

D. Michael Albrecht, Chairman

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

Thomas Green, Secretary

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