

VILLAGE OF ROSELLE  
BOARD OF FIRE AND POLICE COMMISSIONERS  
Minutes of the Meeting of April 21, 2015 – 7:00 P.M.  
Roselle Village Hall

1. **Call to Order**

Secretary Paul Toronyi called the meeting to order at 7:10 p.m.

2. **Roll Call**

Present: Secretary Paul Toronyi and Commissioner Bill Coyle  
Chairman Lanzito arrived at 7:35 p.m.

Others Present: Police Chief Steve Herron, Deputy Police Chief Roman Tarchala, Interim Fire Chief David Schultz, and Recording Secretary Jeanne Calvert

3. **Public Forum**

Village Trustee Carrie Dahlstrom was present as a citizen, but did not have any comments for the Board.

4. **Police Department – Chief Steve Herron**

A. **Polygraph Exam Services**

Police Chief Steve Herron made a recommendation to use the services of former Lemont Police Chief Kevin Shaughnessy for polygraph examinations, instead of the current provider, Theodore Polygraph. Chief Herron believes the Village will receive a better result using Shaughnessy. He also stated that Kevin started his career with the Illinois State Police in 1978 and in 2004 became the police chief in Lemont. He has been licensed as a polygrapher since 1976 and currently conducts on-site polygraph exams for 20 municipal and county police and fire departments, as well as private attorneys. His fee is \$175 per examination.

**Motion** by Commissioner Coyle, second by Secretary Toronyi, to try the services of Kevin Shaughnessy for onsite police and fire polygraph exams.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

B. **Proposed Pre-Screening of Entry Level Candidates**

Chief Herron has been concerned about the quality of applicants going before the Board for oral interviews, with a great deal of time spent interviewing poor quality candidates. He is proposing that Roselle Police Department employees pre-screen to identify better candidates before oral interviews are conducted. The employees would include the Chief, Deputy Chief, Sergeants and Officers. Chief Herron presented a draft *Applicant Pre-Screening* instrument which would be scored independently by the evaluators and then given to the Board. The Board would formally agree to the criteria established and the process would be

written into their Rules and Regulations. Chief Herron indicated he would screen 30-40 candidates per day and use the Volunteers in Police (VIPs) during the process. Candidate appearance at the pre-screening would be mandatory in order to continue to the oral interview phase. The Board agreed it was a good idea, which would save some of their time and produce better candidates. Chief Herron indicated he would fine tune the screening instrument to include scoring sheets and desired outcomes and bring it back to the Board at a future meeting.  
**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

C. Entry Level Police Officer Education Requirements

Jeanne sought clarification regarding the education requirements for entry level police officers, asking if the Board would consider 60 credits hours equivalent to an Associate's Degree. The Board agreed that they would adhere to the Rules which state that "An applicant is disqualified: k) Who is an applicant for a position as a police officer and has not obtained a minimum of an Associate's Degree in any field from an accredited college or university at the time of application." Their interpretation is that the applicant must have been awarded an Associate's Degree at the time of application, and not the equivalent in credit hours.

5. Fire Department – Interim Fire Chief David Schultz

A. Rules and Regulations

Chief Schultz stated that he has been reviewing the current Rules and Regulations of the Board as a newcomer and that he had a few recommendations he wanted to make to provide further clarity to the current Rules. The changes are highlighted in the attached "Rules and Regulations" adopted December 20, 2011. The Board discussed each change and agreed with some of the recommendations. Notations are included on the attachment. Chief Schultz and Jeanne indicated they would check the Village Code and State Statutes to make sure there was nothing in conflict.

6. Review and Approval of Minutes of February 17, 2015

**Motion** by Secretary Toronyi, second by Commissioner Coyle, to approve the minutes of February 17, 2015.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

7. Correspondence

A. Recruit Performance Updates

Commissioners reviewed monthly performance updates on probationary officers. Chief Herron and Deputy Chief Tarchala indicated that all the new officers were performing very well.

8. **Old Business**

Jeanne followed up on a former inquiry from Mayor Smolinski wanting to know who was interested in being reappointed for another term. All members wanted to be reappointed as follows:

- Bill Coyle, term ending 4/30/2017
- Paul Toronyi, term ending 4/30/2018
- Dominick Lanzito, term ending 4/30/2018

Chairman Lanzito asked if the meeting date could be changed to the 2<sup>nd</sup> or 4<sup>th</sup> Tuesday of every month as he has a conflict with the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month. All attendees stated that either Tuesday would work with their schedules. Jeanne indicated she would check the master Village calendar.

9. **New Business**

A. **Approval of Invoices**

The following invoices were presented for approval and payment:

- |                                       |          |
|---------------------------------------|----------|
| • Personnel Strategies (Gremпка)      | \$500.00 |
| • Theodore Polygraph (Gremпка)        | \$150.00 |
| • Gold Shield Detective Agency (Case) | \$764.24 |
| • Alexian Brothers (McDonald)         | \$630.00 |

**Motion** by Commissioner Coyle, second by Chairman Lanzito, to approve and confirm all invoices for payment.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

B. **Election of Officers**

The annual election of officers for the 2015 fiscal year was held with results as follows:

- Chairman Dominick Lanzito
- Secretary Paul Toronyi
- Commissioner Bill Coyle

10. **Executive Session**

**Motion** by Chairman Lanzito, second by Secretary Toronyi, to go into an Executive Session at 8:10 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss Executive Session Minutes, and Personnel.

Roll Call:

AYES: Lanzito, Toronyi, Coyle

NAYS: None

**MOTION CARRIED.**

**Adjourn Executive Session**

**Motion** by Commissioner Coyle, second by Secretary Toronyi, to adjourn the Executive Session at 8:20 p.m.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

11. **Firefighter Candidate**

Motion by Chairman Lanzito, second by Commissioner Coyle, to proceed with a conditional offer of employment and initiate the next phase in the hiring process for firefighter candidate Ryan Case.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

12. **Police Candidate**

Motion by Chairman Lanzito, second by Commissioner Coyle, to send a formal letter of appointment to police candidate Patrick Gremпка, with an official start date of June 29, 2015, the first day of the academy.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

13. **Executive Session Minutes**

**Motion** by Chairman Lanzito, second by Commissioner Coyle, to approve and hold the Executive Session Minutes of February 17, 2015.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

14. **Adjournment**

Motion by Chairman Lanzito, second by Commissioner Coyle to adjourn the meeting at 8:25 p.m.

**VOICE VOTE: ALL AYES, NAYS NONE. MOTION CARRIED.**

Respectfully submitted,

---

Paul Toronyi, Secretary