



**BOARD OF FIRE AND
POLICE COMMISSIONERS**
Thursday, January 19, 2023, at 9:00 am
Meeting Minutes

1. Call to Order / Roll Call

The City of Carbondale Board of Fire and Police Commissioners held a meeting on Thursday, January 19, 2023, in Carbondale Civic Center Room 103; 200 South Illinois Avenue. Vice-Chairman Randy Burnside called the meeting to order at 9:01 a.m.

Roll Call

Commissioners Present: Kerry Braswell, Randy Burnside, Tom Busch, Linda Flowers

Commissioners Absent: None

Acknowledgement of Guests

Also present were Deputy City Clerk Clinette Hayes, Director of Human Resources Tara Brown, Diversity, Equity, & Inclusion Coordinator Sharonda Cawthon, Community Resource Officer Gerald Edwards, Deputy Chief of Police Tony Williams, Deputy Chief of Police Matt Dunning, Police Chief Stan Reno, and City Attorney Jamie Snyder.

2. Citizen's Comments

None

3. Approval of the Special Meeting Minutes from December 20, 2022

MOTION: T. Busch moved, L. Flowers seconded, that the Board approve the special meeting minutes from December 20, 2022. VOTE: All ayes. Nays – None. Motion declared carried.

4. Closed Meeting to Conduct Oral Interviews for Entry Level Police Officer

MOTION: L. Flowers moved, T. Busch seconded, that the Board hold a closed meeting for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to 5 ILCS 120/2(c)(1), specifically to conduct oral interviews for Entry Level Police Officer. VOTE: All Ayes. Nays – None. Motion declared carried. Open session recessed at 9:01 a.m.

5. Return to Open Session

There was no formal action taken as a result of the closed meeting. There being no further business to come before the Board, T. Busch moved, L. Flowers seconded, that the Board return to open session. VOTE: All Ayes. Nays – None. Motion declared carried. Open session resumed at 9:47 a.m.

6. Discussion and Approval of an Amendment to Chapter II, Section 1-D of the Governing Rules regarding Requirements for Internal Candidate Eligibility

City Attorney Jamie Snyder entered the meeting at 9:49 a.m.

Police Chief Stan Reno explained the reasons behind the removal of the word “continuous” as it pertains to Internal Candidate Eligibility that was discussed at the meeting held in December. Removing the word allows breaks in City employee service when entering as an internal candidate.

Deputy City Clerk Clair Hayes informed the Board that the additional amendment in that section was to address a correction. In that section, it refers to Chapter II, Section 1-A as Physical Fitness Assessment when the section is actually titled Police Eligibility Requirements.

MOTION: L. Flowers moved, T. Busch seconded, that the Board approve the amendments to Chapter II, Section 1-D of the Governing Rules regarding the requirements for Internal Candidate Eligibility.

VOTE: All ayes. Nays – None. Motion declared carried.

7. Discussion of the Police Promotional Eligibility Process

Currently there are two active sergeant promotional eligibility lists, both with only one person on it. One list will expire in November of 2023 and the other will expire in September of 2024. The police department is experiencing hardship in supervisory staff as they are currently staffed at the minimum of 6, one of which is due to leave the department very soon. The two persons on the promotional eligibility lists have declined promotion a number of times, which leaves the police department in a complicated situation. As long as their respective eligibility list is active, the two persons can continue to decline promotion without penalty for the duration of the eligibility list. As long as they wish to remain on the lists it is difficult for the police department to move forward with their current promotional process, leaving the department at an impasse considering their low supervisory staff numbers.

In past promotional processes, a promotion examination cannot occur until the current eligibility list has been exhausted or expired. If that is the case and the pattern of the two persons on the current lists continues, the police department would not be able to move forward until 2024. The Board’s governing rules does not specifically state how to address this situation and due to its vagueness, it can be construed in different ways. Police Chief Stan Reno asked the Board to discuss the situation at hand and to come up with a solution, with the assistance of the City Attorney that will satisfy all parties and prevent this from happening moving forward.

It was suggested that language be drawn up that mirrors the practice of the fire department where a candidate may decline a position twice before being removed from the eligibility list. Removing candidates from the list will not preclude them from participating in future examinations. The two current promotional eligibility lists for sergeant will remain in effect until they have been expired or exhausted. This solution will not be retroactive. Therefore, it will not apply to the two persons currently on their eligibility list. However, it will apply to the examination that just took place whose eligibility list is waiting for approval by the Board. When a promotional position is available, the police department will approach the candidates on the 2023 and 2024 eligibility lists first before moving on to any subsequent eligibility list.

The consensus of the Board is to allow the two current eligibility lists to remain in effect until they have been exhausted or expired, and to approve the presented promotional eligibility list, based upon the current testing, which shall be subject to the changes discussed. The changes discussed are to be approved at the next meeting and will reflect that from this point forward, refusing to accept a promotion on two occasions will result in a candidate being removed from the eligibility list.

8. Certify the Promotional Eligibility List for Police Sergeant

MOTION: T. Busch moved, L. Flowers seconded, to certify the promotional eligibility list for police sergeant, which shall be subject to today’s discussion on changes in the governing rules that shall reflect that any promotional candidate refusing or declining to accept a promotion on two occasions will result in the removal of said candidate from the promotional eligibility list. Discussed changes will be approved at the next regularly scheduled Board meeting. VOTE: All ayes. Nays – None. Motion declared carried.

9. City Staff Updates / Comments

Police Chief Stan Reno and Community Resource Officer Gerald Edwards apprised the Board on recently hired candidates and their progress in the police department as well as the new candidates who have completed the examination process thus far and are awaiting their oral interview with the Board.

Director of Human Resources Tara Brown updated the Board on the progress of the recruitment program through the city colleges in Chicago.

10. Board Comments

It was asked if there has been any updates regarding the one vacant seat on the Board. Deputy City Clerk Clair Hayes informed the Board that no movement has been made so far and is unsure when any appointments can be made. The Mayor authorizes appointments to boards, committees and commissions, however Mayor Pro Tempore Carolin Harvey has been standing in during the Mayor’s leave of absence. It is unclear if the Mayor Pro Tempore has the authority to make appointments to boards, committees and commissions.

11. Adjournment

Meeting adjourned at 10:29 a.m.

Clinette C. Hayes, Deputy City Clerk

Approved by the Board on