



**NOTICE OF MEETING  
OF THE  
BOARD OF FIRE AND POLICE COMMISSIONERS**

**TUESDAY, AUGUST 15, 2017 AT 6:00 P.M.  
VILLAGE BOARD CONFERENCE ROOM OF WILMETTE VILLAGE HALL  
1200 WILMETTE AVENUE, WILMETTE, ILLINOIS**

***AGENDA***

- I. Call to Order**
- II. Public Comment**
- III. Approval of Minutes**
  - a. June 15, 2017**
- IV. Approve Lieutenant Promotional List**
- V. Election of Officers of the Board of Fire and Police Commissioners**
- VI. Other Business**
- VII. Adjournment**

Todd Ehlman, Vice-Chair

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1200 Wilmette Avenue  
Wilmette, Illinois 60091

## MEETING MINUTES

### BOARD OF FIRE AND POLICE COMMISSIONERS

June 15, 2017

7:30 A.M.

David Leach Conference Room, Village Hall

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Members Present: Terrence Porter, Chair  
Todd Ehlman, Vice-Chairman  
Pamela Davidson, Secretary

Staff Present: John Prejzner, Assistant Director of Administrative Services  
Ben Wozney, Fire Chief

#### I. CALL TO ORDER

Commissioner Porter called the meeting to order at 7:36 a.m. Board members Davidson, Ehlman, and Porter were present.

#### II. PUBLIC COMMENT

None.

#### III. APPROVAL OF MINUTES

Commissioner Davidson moved to approve the minutes of the June 5, 2017 a.m. and p.m. meetings. The motion was seconded by Commissioner Ehlman. No further discussion occurred on the motion. Voting yes: Commissioners Davidson, Ehlman, and Porter. Voting no: none. **The motion carried.**

#### IV. EXECUTIVE SESSION PURSUANT TO SECTION 2(C)(1) OF THE OPEN MEETINGS ACT TO CONDUCT INTERVIEWS FOR THE LIEUTENANT PROMOTIONAL PROCESS AND A FIREFIGHTER POSITION

Commissioner Davidson moved to adjourn to executive session pursuant to section 2 (c)(1) of the open meetings to conduct interviews for the Lieutenant promotional process. The motion was seconded by Commissioner Ehlman. No further discussion occurred on the

motion. Voting yes: Commissioners Davidson, Ehlman, and Porter. Voting no: none. **The motion carried.**

The board adjourned to executive session at 7:37 a.m.

The board returned from executive session at 9:17 a.m.

**V. ESTABLISH INTERVIEW SCORES FOR LIEUTENANT PROMOTIONAL PROCESS**

Commissioner Davidson moved to set the interview scores for the Lieutenant Promotional Process as follows:

<b>Last Name</b>	<b>First Name</b>	<b>Score</b>
Blomquist	John	13
Grajewski	David	18.67
Halterman	Michael	12.5
Kofoed	Edward	17.17
Kopczyk	Thomas	12.33
Paczosa	Scott	17.17
Schuman	Kevin	12.5
Walters	Daniel	16
Weglarz	Jason	13.33
Wessel	Michael	10.33

The motion was seconded by Commissioner Ehlman. No further discussion occurred on the motion. Voting yes: Commissioners Davidson, Ehlman, and Porter. Voting no: none. **The motion carried.**

**VI. OTHER BUSINESS**

Staff and members of the Board of Fire and Police Commissioners recognized Commissioner Terry Porter for his service as this is his last meeting due to his term expiring. Commissioner Porter will be recognized at an upcoming Village Board meeting.

**VII. ADJOURNMENT**

At 9:23 a.m., Commissioner Davidson moved to adjourn the meeting. The motion was seconded by Commissioner Ehlman. No further discussion occurred on the motion. Voting yes: Commissioners Davidson, Ehlman, and Porter. Voting no: none. **The motion carried.**

The meeting was thereafter adjourned.

Respectfully Submitted,

John Prejzner  
Assistant Director of Administrative Services



**Date:** August 9, 2017  
**To:** Board of Fire and Police Commissioners  
**From:** John Prejzner, Assistant Director of Administrative Services  
Ben Wozney, Fire Chief  
**Subject:** Establishing a Fire Lieutenant Promotional List

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### **Background**

The last Fire Lieutenant promotional list was established in 2015 and expired on August 11, 2017. The Board of Fire and Police Commissioners (BOFPC) Rules and Regulations do not allow for extending the list beyond two years.

### **Discussion**

The components of the Fire Lieutenant testing process and the timing of such components are determined by Chapter 4 Part 2 of the BOFPC Rules and Regulations in compliance with the Illinois Fire Department Promotion Act (50 ILCS 742/1, *et seq.*). This year, 10 candidates completed the process. Per the rules, the testing process included five scored components. A summary of the components is below.

<u>Component</u>	<u>Weight</u>
Seniority	5%
Merit & Efficiency	15%
Assessment Center	30%
Oral Interview	20%
Written Examination	30%

A summary of each candidate's scores are on the following page.

Last Name	First Name	Seniority (5)	Merit & Efficiency (15)	Assessment Center (30)	Oral Interview (20)	Written Exam (30)	Veteran's Preference Points	Total Score to Date
Grajewski	David	5	11.17	28.80	18.67	26.40	0.00	90.04
Kofoed	Edward	3.5	12.67	27.90	17.17	24.00	0.00	85.24
Paczosa	Scott	3	11.50	27.45	17.17	25.80	0.00	84.92
Walters	Daniel	3.5	8.92	27.15	16	26.70	0.00	82.27
Halterman	Michael	5	10.00	25.35	12.5	26.10	0.00	78.95
Blomquist	John	5	11.67	25.50	13	19.50	3.50	78.17
Weglarz	Jason	4	4.49	27.45	13.33	21.90	0.00	71.17
Kopczyk	Thomas	2.5	6.83	23.40	12.33	19.50	0.00	64.56
Wessel	Michael	3	3.62	25.95	10.33	20.70	0.00	63.60
Schuman	Kevin	3	4.42	22.65	12.5	19.20	0.00	61.77

After posting the results of the written examination, one candidate requested veteran's preference points as allowed for under the Illinois Fire Promotion Act. Staff reviewed the request and determined that the candidate should be awarded 3.5 points (.7 points per six months of service up to 2.5 years maximum).

Per BOFPC Rules and Regulations, only candidates who received a final score of 70 or higher are eligible to be placed on the final Promotional List.

### **Recommended Motion**

Move to approve the Fire Lieutenant Promotional List, effective August 15, 2017 and expiring August 15, 2019, consisting of candidates who achieved a final score of 70 or higher.

1. Grajewski, David
2. Kofoed, Edward
3. Paczosa, Scott
4. Walters, Daniel
5. Halterman, Michael
6. Blomquist, John
7. Weglarz, Jason