
Board of Fire and Police Commissioners

Minutes

October 10, 2014

Present: Cliff Espevik
David Manigold
Steve Haywood
Kim Czyz

David Manigold called the meeting to order at 4:00 p.m.

Moved by Cliff Espevik, second by David Manigold that the minutes of the September 6, 2014 meeting be approved as written. All ayes. Motion passed.

Public Comment

None.

Correspondence

Received notice from Fire Chief Steve Haywood that Firefighter Jordan McDonald has successfully completed his probationary period.

Received notice from Police Chief Brent Roalson that Police Officers Matthew Najdanovich and Kevin Reynolds have successfully completed their probationary period.

Moved by David Manigold, second by Cliff Espevik to send congratulatory letters to Police Officers Matthew Najdanovich and Kevin Reynolds, and Firefighter Jordan McDonald. All ayes. Motion passed.

Received the invoice from C.O.P.S. Testing for fire and police entry level testing administered on 09/06/2014.

Moved by David Manigold, second by Cliff Espevik to process for payment the invoice from C.O.P.S. Testing in the amount of \$3,050.00 for entry level fire and police examinations. All ayes. Motion passed.

Received a copy of the invoice and voucher for The Times for entry level fire and police testing in the amount of \$2,627.72. Due to time constraints, this has been processed for payment.

A brief verbal survey was taken at the fire and police orientations prior to the testing. Only one or two people said they knew about the testing from the ad in The Times; the majority of the

applicants heard by word of mouth or the internet. For future testing, the Board will run the ad one time only in The Times.

Received the annual renewal notice for the Illinois Fire & Police Commissioners Association dues.

Moved by David Manigold, second by Cliff Espevik to renew the annual membership for 2015 at a cost of \$375.00. The invoice will be processed for payment. All ayes. Motion passed.

New Business

None.

Old Business

Moved by David Manigold, second by Cliff Espevik to adopt the following changes to the Board's Rules and Regulations. The appropriate legal notice will be published in The Times and the final revised document posted on the City's website.

Changes are the addition of language in Chapter 1, Section 4, item 5; and Chapter 1, Section 5, item 1 as indicated by highlighting.

A thirty minute public comment session shall be allowed at each regular or special meeting. A maximum of ten persons shall be allowed to address the Board during this portion of the meeting. Each person shall be allowed up to three minutes to address the Board.

SECTION 5 - QUORUM.

A majority of the members of the Board shall constitute a quorum for the conduct of all business.

SECTION 6 - ORDER OF BUSINESS.

The order of business at any meeting shall be:

- 1) Public Comment
- 2) Reading of the Minutes.
- 3) Communications.
- 4) Unfinished Business.
- 5) New Business.
- 6) Adjournment.

**CITY OF OTTAWA
BOARD OF FIRE AND POLICE COMMISSIONERS**

**DAVID MANIGOLD, M.D., CHAIRMAN
CLIFFORD ESPEVIK, SECRETARY
ROBERT A. ALVARADO, COMMISSIONER**

Moved by Cliff Espevik, second by David Manigold to adjourn the meeting at 4:30 p.m. All ayes.
Motion passed.

Respectfully submitted,

Kim Czyz

Recording Secretary

Cc: Mayor Eschbach

Chief Steve Haywood– via e-mail

Chief Brent Roalson – via e-mail

Board of Fire and Police Commissioners – via e-mail

Eligibility Register

Expiration Date

Patrol Officer	October 18, 2014
Police Sergeant	October 5, 2015
Police Captain	October 5, 2015
Police Corporal	October 5, 2015
Firefighter	October 19, 2014
Fire Lieutenant	July 6, 2015
Fire Captain	July 6, 2015

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