# Board of Fire and Police Commission City of Geneva 22 South First Street Geneva, IL 60134

Minutes of the August 21, 2013 Meeting Conference Room – Geneva Police Department

\_\_\_\_\_\_

Commissioners in Attendance: Arnold Northrup, Brad Koontz, and Suanne Tompkinson. Others in Attendance – None. Meeting was called to order at 7:00 pm by Commissioner Northrup.

### A) APPROVAL OF MINUTES

Motion: A motion was made by Commissioner Tompkinson that the minutes from the June 19, 2013 meeting be approved as presented. Seconded by Commissioner Koontz. All Aye, motion passed.

## B) PUBLIC COMMENTARY - None

## C) COMMUNICATIONS -

1) Chief Mexin informed the Board that he is in process of hiring a candidate to fill the position of George Carbary, after he was promoted to Police Sergeant. Chief Mexin will keep us informed on who is hired.

#### D) UNFINISHED BUSINESS

- 1) The Commissioners reviewed the Fire Fighters Exam schedule for Nov. 15, 2013. Commissioner Tompkinson will contact Steve Hale at Resource Management to confirm our testing date of Sept. 14<sup>th</sup>, 2013 at 8:00 am and that we had 41 applicants apply.
- 2) The Board reviewed and confirmed the updates made to the interview questions from our last meeting. These questions will be used for the upcoming interview process.

# E) NEW BUSINESS

- 1) Commissioner Northrup was in possession of all 41 Fire Fighter applications. There was (1) applicant with an expired CPAT card. After discussion, the Board decided that we would allow him to continue in the application process. However, if he makes it to the eligibility list, he will have to provide an updated CPAT card or he will be passed over on the list until he provides us with that information.
- 2) Commissioner Northrup shared a copy of the acceptance letter to be mailed to the Fire Fighter applicants and will confirm with Jen at the Fire Department regarding sending these letters out.

### F) ADJOURNMENT

Motion: A motion was made by Commissioner Koontz that the meeting be adjourned. Seconded by Commissioner Tompkinson. All Aye.

The meeting adjourned at 7:30 pm

Respectfully submitted, Commissioner Tompkinson