

**City of Geneva  
Board of Fire and Police Commission Meeting  
Geneva Police Department Conference Room  
20 Police Plaza, Geneva, IL  
Minutes of the February 13, 2019 Meeting**

**1. CALL TO ORDER**

Chair Northrup called the meeting to order at 7:00 p.m.

PRESENT: Chair Arnold Northrup, Commissioner Brian Jones, and  
Commissioner Jennifer McMahon

ABSENT: None

**2. ITEMS OF BUSINESS**

**a. Approval of Minutes from December 20, 2018 Meeting**

*Commissioner McMahon moved to approve December 20, 2018, meeting minutes. Seconded by Commissioner Jones and unanimously passed by those present.*

**b. Public Commentary**

None.

**c. Correspondences**

Chair Northrup said that he emailed the commissioners regarding the Police Officer candidate updated list, future meeting dates, BOFPC minutes, and BOFPC agenda. Chair Northrup said that he received an email from Kevin Stahr of the City's IT department identifying missing minutes from the BOFPC that needed to be posted online. Chair Northrup emailed IOS regarding Police Officer testing. He received correspondences from Police Chief Passarelli regarding updates on hiring and recruitment for police officer candidates. He received an email from Jeanne Fornari regarding posting the Board's agenda. He emailed Linda St. John regarding the Police Officer final candidate list, and reserving a conference room for the Board. He corresponded with City Administrator Stephanie Dawkins regarding the Board's FY 2020 budget, the Police Officer candidate list, and adding topics to an agenda after it had been posted. He received an email from Assistant City Administrator Ben McCready regarding the Board's' options for conducting a police officer recruitment process as the list nears exhaustion. He received an email from Fire Chief Antenore regarding the expiration of the current firefighter candidate list.

**3. UNFINISHED BUSINESS**

None.

**4. NEW BUSINESS**

**a. Status of Current Police Officer Candidate List**

Chair Northrup said that if the one candidate who is being offered a position decides to accept the current offer he has from Naperville then a conditional offer will be made to the next candidate, expiring the list.

Commissioner McMahon said that the Board needed to run another recruitment for police officer.

**b. Options for Establishing a New Police Officer Candidate List**

Chair Northrup reviewed an email from Assistant City Administrator Ben McCready who indicated that the Board may begin the application process for police officer while the list is still current. McCready recommends that the four remaining candidates on list who passed an offer before be contacted again. If they pass again, then they can be removed from the list. He advised that the Board could coordinate the schedule for the test as the list expires, which is about to happen. Chair Northrup said that he agreed with Commissioner McMahon that the Board couldn't wait to begin the police officer recruitment process.

*Commissioner McMahon moved to have the Board work with the HR Department to conduct a Police Officer testing and recruitment process. Seconded by Commissioner Jones and unanimously passed by those present.*

**c. Update on offers to current PO candidates**

*Commissioner McMahon moved to approve Police Chief Passarelli's withdrawn conditional offer of employment to John Albertsen dated February 12, 2019. Seconded by Commissioner Jones and unanimously passed by those present.*

*Commissioner McMahon moved to approve Police Chief Passarelli's conditional offer of employment to Quantrell Priest dated February 12, 2019. Seconded by Commissioner Jones and unanimously passed by those present.*

**d. Status of Current Firefighter Candidate List**

Chair Northrup said that the current firefighter candidate list is depleted but that the Board still has 60 candidates that can be interviewed to create a new list.

Commissioner McMahon suggested that the Board interview ten candidates.

Chair Northrup suggested March 7<sup>th</sup> at 8:00 a.m. to interview candidates.

**e. Next meeting date**

Thursday, March 7, 2019 following firefighter candidate interviews.

**5. ADJOURNMENT**

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*Commissioner McMahon moved to adjourn the meeting. Seconded by Commissioner Jones and unanimously passed by those present.*

The meeting adjourned at 7:16 p.m.

Respectfully submitted,  
Jennifer McMahon, Secretary