

**City of Geneva
Board of Fire and Police Commission Meeting
Geneva Police Department Conference Room
20 Police Plaza, Geneva, IL
Minutes of the April 12, 2018 Meeting**

1. CALL TO ORDER

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

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

2. ITEMS OF BUSINESS

a. Approval of Minutes: February 21, 2018 Meeting

Commissioner McMahon moved to approve February 21, 2018, meeting minutes. Seconded by Chair Northrup and unanimously passed by those present.

b. Public Commentary

None.

c. Correspondences

Chair Northrup said that he exchanged emails regarding the BOFPC minutes, interview schedule for Police Officer candidates, the Illinois Fire and Police Commissioners Association meeting, IOS' recruitment timeline, the Police Officer application numbers and process, the advertisement for Police Officer in the local newspaper, IOS' participation in a BOFPC meeting, and the BOFPC meeting dates.

He said that he also corresponded with City staff regarding reserving the Geneva Police Department conference room for upcoming BOFPC meetings and Police Officer interviews, the BOFPC's FY19 budget submission, the state statue and advertising for Police Officer candidates, and the posting of the next meeting agenda.

He said that he corresponded with IOS regarding an applicant who would be out of town on the test date, the number of Police Officer applicants, and how to handle late applications.

3. UNFINISHED BUSINESS

a. Review Police Officer application process and dates

Commissioner McMahon said the ad for Police Officer could be in Saturday's *Daily Herald* and the online ad was currently active on the Blueline.

4. NEW BUSINESS

a. Approval of advertisement for police officer position

Commissioner McMahon moved to approve the draft ad seeking Police Officers to be placed in the April 13, 2018, Daily Herald. Seconded by Chair Northrup and unanimously passed by those present.

b. Next meeting date

To be determined at the Police Officer test date of May 5, 2018.

5. ADJOURNMENT

Commissioner McMahon moved to adjourn the meeting. Seconded by Chair Northrup and unanimously passed by those present.

The meeting adjourned at 7:06 p.m.

Respectfully submitted,

Jennifer McMahon, Secretary