

MINUTES OF THE MEETING OF THE BOARD OF POLICE COMMISSIONERS OF THE VILLAGE OF WILLOWBROOK HELD ON FRIDAY, MAY 19th, 2023, AT 9:00 A.M. AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

The meeting was called to order by Chief Schaller at the hour of 9:00 a.m.

2. ROLL CALL

Those present at roll call were Chairman Joseph Heery, Secretary Thomas Sailer and Commissioner Nicholas Azzo. Also present were Chief of Police Robert Schaller, Deputy Chief Lauren Kaspar, Deputy Chief Ben Kadolph, Executive Secretary Christine Mardegan and Secretary Laurie Schmitz.

3. VISITORS' BUSINESS - Public comment is limited to three minutes per person.

None presented.

4. OMNIBUS VOTE AGENDA

- a. Review and Approve Minutes – Regular BOPC Meeting – January 20th, 2023 (APPROVE)
- b. Review and Approve Minutes – Special BOPC Meeting – February 3rd, 2023 (APPROVE)
- c. Review and Approve Minutes – Special BOPC Meeting – April 17th, 2023 (APPROVE)
- d. Review and Approve Minutes – Regular BOPC Meeting – April 21st, 2023 (APPROVE)

MOTION: Made by Secretary Sailer, seconded by Commissioner Azzo, to approve the January 20th, 2023, the February 3rd, 2023, the April 17th, 2023, and the April 21st, 2023 minutes as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

5. COMMUNICATIONS

Chief Schaller advised the Board Members that the 2023 COP ON A ROOFTOP fundraising event for Special Olympics is occurring today.

Deputy Chief Lauren Kaspar advised the Board Members that today is Chief Schaller's last day. He is officially retiring from the Willowbrook Police Department.

6. UNFINISHED BUSINESS

- a. DISCUSSION AND APPROVAL – 2023 Final Eligibility Register for Police Sergeant

Chief Schaller advised the Board Members that each candidate will receive a letter with the final promotional eligibility list and a copy of the official signed registry regarding their placement. The letter will be sent via U.S.P.S. certified mail and sent via e-mail.

MOTION: Made by Commissioner Azzo, seconded by Secretary Sailer, to approve.

- b. DISCUSSION AND APPROVAL – 2023 Entry Level Patrol Officer Eligibility Testing.

Deputy Chief Kaspar discussed the posting for National Testing Network, which was discussed in prior meetings to switch to this company, to open the eligibility testing to a larger candidate pool. Deputy Chief Kaspar provided the Board Members with a sample of the posting which will go live May 22nd and close on July 3rd.

MOTION: Made by Secretary Sailer, seconded by Commissioner Azzo to approve

- c. DISCUSSION – 2023 Entry Level Patrol Officer Oral Interview Process

Deputy Chief Kaspar advised they will be looking at different vendors and different questions for the oral interview process. Deputy Chief Kaspar advised she will check with the company that did our Sergeants' oral interviews and explore options.

Deputy Chief Kaspar advised the Board Members of the department's current staffing numbers.

7. NEW BUSINESS

There was no new business to discuss.

8. CLOSED SESSION

There was no need for a closed session.

9. ADJOURNMENT

MOTION: Made by Secretary Sailer, seconded by Commissioner Azzo, to adjourn the meeting at the hour of 9:16 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED,

_____, 2023

Chairman

Minutes transcribed by Secretary Laurie Schmitz.