

MINUTES OF THE REGULAR MEETING OF THE BOARD OF POLICE COMMISSIONERS OF THE VILLAGE OF WILLOWBROOK THAT WAS HELD ON FRIDAY, MAY 17<sup>TH</sup>, 2024, AT 9:00 A.M. AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

**1. CALL TO ORDER**

The meeting was called to order by Chief Kaspar 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 Lauren Kaspar, Secretary Laurie Schmitz, and Executive Secretary Christine Mardegan.

**3. SWEARING-IN CEREMONY – Appointment of Joseph Heery to the Village of Willowbrook Board of Police Commissioners.**

Executive Secretary Christine Mardegan conducted the swearing-in ceremony for Chairman Joseph Heery. Chairman Heery's new term will expire 4/30/2027.

**4. VISITORS' BUSINESS – Public comment is limited to three minutes per person.**  
None presented.

**5. OMNIBUS VOTE AGENDA:**

- a. Review and Approve Minutes – Regular BOPC Meeting – April 19<sup>th</sup>, 2024 (APPROVE)
- b. Review and Approve Minutes – Closed Session of the Regular BOPC Meeting – April 19<sup>th</sup>, 2024 (APPROVE)

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

- The Regular BOPC Meeting – April 19<sup>th</sup>, 2024, as presented.
- The Closed Session of the Regular BOPC Meeting – April 19<sup>th</sup>, 2024, as presented.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

**6. COMMUNICATIONS**

- a. Entry Level Eligibility Testing Update

Chief Kaspar advised the application process will close on Monday, May 20<sup>th</sup>, 2024, at 5:00 p.m. Chief Kaspar advised that currently on the list there are 36 applicants that took the test, 3 that failed the test and 3 that are still scheduled to take the test.

Chief Kaspar also advised that there are a handful of individuals that do not have documents turned in yet. Chief Kaspar advised that she will be sending a reminder e-mail to these individuals. If these individuals do not turn in their documents by Monday at 5:00 p.m., they will not be considered.

Chief Kaspar did discuss the current qualifications that are needed to apply.

**7. UNFINISHED BUSINESS**

- b. DISCUSSION – 2024 Entry Level Patrol Officer Oral Interview Process

The Committee discussed and agreed to utilize the same process.

- c. DISCUSSION AND APPROVAL – 2024 Entry Level Patrol Officer Oral Interview Dates

The Committee discussed available meeting dates to approve the Initial Eligibility List, the Primary Eligibility List and conduct Oral Interviews.

**8. NEW BUSINESS**

None presented.

**9. ADJOURNMENT**

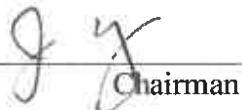
MOTION: Made by Commissioner Azzo seconded by Chairman Heery to adjourn the meeting at the hour of 9:16 a.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED,

June 21st, 2024

  
Chairman

Minutes transcribed by Secretary Laurie Schmitz.