



**BOARD OF FIRE AND
POLICE COMMISSIONERS**
Wednesday, October 6, 2021, at 5:30 pm
SPECIAL Meeting Minutes

1. Call to Order / Roll Call

The City of Carbondale Board of Fire and Police Commissioners held a meeting on Wednesday, October 6, 2021, remotely utilizing Zoom. Chairman Kerry Braswell called the meeting to order at 5:35 p.m.

Roll Call

Commissioners Present: Kerry Braswell, Tom Busch, Randy Burnside, Linda Flowers, Ted Lomax

Commissioners Absent: None

Acknowledgement of Guests

Also present were Deputy City Clerk Clinette Hayes, Human Resources Manager Tara Brown, Diversity and Compliance Officer Alicia Jackson, Lieutenant Tony Williams, Police Chief Stan Reno, and Community Resource Officer Gerald Edwards.

2. Citizen's Comments

None

3. Closed Meeting to Conduct Oral Interviews for Lateral Entry Police Officer

MOTION: T. Lomax moved, L. Flowers seconded, that the Board hold a closed meeting for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to 5 ILCS 120/2(c)(1), specifically to conduct oral interviews for Lateral Entry Police Officer.

VOTE: All voted Aye. No Nays. Motion declared carried. Open session recessed at 5:37 p.m.

4. Return to Open Session

There was no formal action taken as a result of the closed meeting. There being no further business to come before the Board, L. Flowers moved, T. Lomax seconded, that the Board return to open session.

VOTE: All voted Aye. No nays. Motion declared carried. Open session resumed at 6:01 p.m.

5. Approval of the Special Meeting Minutes from September 17, 2021

MOTION: L. Flowers moved, R. Burnside seconded, that the Board approve the special meeting minutes from September 17, 2021. VOTE: All voted Aye. No Nays. Motion declared carried.

6. Discussion and Review of the Oral Interview Scoring Process

During the special meeting held on September 17, 2021, the Board conducted oral interviews for entry level and lateral entry police officer. This was the first time that the Board utilized an actual scoring system to evaluate each of the candidates. Previously the Board used a simple pass/fail system with no scores assigned. The outcome of those oral interviews were not expected and the Board's understanding of the new scoring system was brought into question. Since this was the first time using this scoring system it was requested to poll the Board members who participated in said oral interviews to see if they understood the scoring system, if they intended to give the scores that were given, and if their intention was to fail any of the candidates. All of the polled Board members said that they understood the scoring system and intended to give the scores that were given, but they did not intend for anyone to fail the oral interview.

After getting the responses from the polled Board members it was asked to discuss and review the oral interview process with the scoring system at the next (special) meeting to be held on October 6, 2021, in order for all Board members to be on the same page in regards to scoring oral interview candidates. Upon review and discussion of the process it was determined that there was lack of understanding of the scoring process as well as the required percentage that a candidate must attain in order to successfully pass the oral interview, which is 70% or higher. It was noted by Deputy City Clerk Clinette Hayes that the information regarding the passing score is included in the agenda packet each time there are oral interviews. A copy of the September 17, 2021, agenda item for the oral interviews were included in this meeting's agenda packet which shows what the passing score for each candidate should be.

After further discussion on the matter the Board figured that the confusion surrounding the scoring process may have played a significant role in two candidates (one entry level and one lateral entry) failing to pass their oral interview. It was determined that this situation is not fair to the candidates especially since this was the first time a scoring scale has been used for police oral interviews. A remedy to the situation was then proposed which will allow the failing candidates to move forward to the next step in the testing process regardless of their oral interview score.

Deputy City Clerk Clinette Hayes spoke to City Attorney Jamie Snyder prior to this meeting to apprise him of the situation. He was unable to attend the meeting, however Ms. Hayes shared his thoughts with the Board. Basically Mr. Snyder stated that he is strongly against straying away from the current process and encouraged the Board to leave everything the way it is to avoid any potential future negative impacts. Since the City Attorney was not present at this meeting he was unable to hear the proposed remedy from the Board and the reasoning behind it. It was suggested that a discussion with him prior to taking any action will be in the Board's best interest.

Since this was strictly a discussion item no formal action was taken on the proposed remedy. However, the Board thought it would be best to vote on what the consensus of the Board should be to have clear understanding on what the next step(s) should be.

MOTION: T. Lomax moved, R. Burnside seconded, that the consensus of the Board is to table formal action until the next scheduled meeting, at which time the City Attorney can discuss with the Board the proposed remedy for issues arising from the oral interviews which occurred during the September 17, 2021 meeting. VOTE: All voted Aye. No Nays. Motion declared carried.

7. Discussion and Approval of the Revised Oral Interview Scoring Scale and Oral Interview Questions

Upon discovery that there was confusion surrounding the new scoring system for police oral interviews a revised version of the scoring scales and questions for entry level and lateral entry police officer was developed and presented to the Board. The numbered scoring scales were adjusted and the descriptions that accompanied those numbered scales were slightly modified. Two additional questions were added to the lateral entry to bring the total number of questions to ten. This addition was to bring consistency to other oral interview questions which also has a total of ten questions. The Board agreed with the adjustments and modifications and felt that it will allow the Commissioners to make a clearer decision when assigning scores to the candidates.

MOTION: T. Lomax moved, L. Flowers seconded, that the Board approve the revised oral interview scoring scale and oral interview questions for entry level and lateral entry police officers. VOTE: All voted Aye. No Nays. Motion declared carried.

8. Board Comments

None

9. Adjournment

Meeting adjourned at 7:35 p.m.

Clinette C. Hayes, Deputy City Clerk

Approved by the Board on