

**City of Geneva  
Board of Fire and Police Commission Meeting  
Geneva Police Department Conference Room  
20 Police Plaza, Geneva, IL  
Minutes of the March 3, 2020 6:30 p.m. Meeting**

**1. CALL TO ORDER**

Chair Northrup called the meeting to order at 6:30 p.m.

PRESENT: Chair Arnold Northrup, Commissioner Ernie Belmonte and  
Commissioner Jennifer McMahon

ABSENT: None

ALSO PRESENT: Assistant City Administrator Ben McCready

**2. ITEMS OF BUSINESS**

A. Approval of Minutes from the October 11 and November 5, 2019 meetings.

*Commissioner McMahon moved to approve the October 11 and November 5, 2019 minutes. Commissioner Belmonte seconded, which was unanimously passed by those present.*

B. Public Commentary

None.

C. Correspondence

Chair Northrup said that he engaged in correspondence with the Board members regarding meeting minutes, Police Officer testing and scheduling, former Commissioner Brian Jones' participation, scheduling of meetings, and Board agendas. He said that he also corresponded with Police Chief Passarelli regarding Police Officer interviews and scheduling, Police Officer conditional offers, and conditional offer withdrawals. He continued and stated that he emailed Administrative Assistant Jeanne Fornari and others regarding the upcoming Board meeting and posting the meeting agenda. He said that he sent and received emails to and from Police Chief Administrative Assistant Linda St. John regarding Police Officer interview schedules, reserving the conference room, commission cards, and the Police Officer final list. He said that he corresponded with Assistant City Administrator McCready regarding Police Officer interviews and scheduling, the upcoming Board meeting, testing schedules, and follow-up on testing and application vendors. He said that he also received correspondence from the IFPCA regarding their upcoming seminar. He said that he corresponded with Fire Chief Antenore regarding the final Firefighter list. He stated that he also received and sent emails from and to Mayor Burns regarding BOFPC candidates. He said that he also corresponded with City Administrator Stephanie Dawkins regarding BOFPC candidates and the resignation of former Commissioner Brian Jones.

### 3. UNFINISHED BUSINESS

None.

### 4. NEW BUSINESS

#### A. Welcome Commissioner Belmonte

Chair Northrup welcomed new Commissioner Ernie Belmonte to the Board.

#### B. Discussion of Testing Services

McCready said that staff has put together a comprehensive list of vendors who offer testing services. He said that they are in the process of getting cost estimates from each company. He added that they have also put together a draft RFP and are in the process of finalizing it. He said that it was his intent to issue an RFP before end of March.

Chair Northrup explained the history of using a firm to conduct the application and testing processes to Commissioner Belmonte.

McCready said that the City's Management Analyst was doing some preliminary reference checks on vendors.

McMahon asked if the Board would have an opportunity to interview potential vendors.

McCready said yes. McCready would make a recommendation based on the information he collects and then establish an interview schedule. He said that the goal was to have all that done before May 1. McCready confirmed that ISP and Resource Management are the firms used for Battalion Chief assessment and testing.

Chair Northrup said yes and said that the BC list expires September 1, 2020.

McCready said that he will work with Resource Management to set a date for the exam.

#### C. Status of Current Lists and Upcoming List Expirations

Chair Northrup went over the existing lists. The Board agreed that for those police officer candidates who rejected their first opportunity to interview, would not be carried over to the new list after the test was run. Chair Northrup said that those candidates should be advised of the Board's decision.

*Chair Northrup moved that the four candidates who carried over on prior list be notified that this is their last opportunity to interview and that their name will be removed from the next list that is posted. Commissioner Belmonte seconded, which was unanimously passed by those present.*

D. Police Officer Conditional Offers

*Commissioner McMahon moved to approve a conditional offer for Police Officer to Brent Disterheft, effective September 11, 2019. Commissioner Belmonte seconded, which was unanimously passed by those present.*

*Commissioner McMahon moved to approve a conditional offer for Police Officer to Matthew Comparone, effective October 29, 2019. Commissioner Belmonte seconded, which was unanimously passed by those present.*

*Commissioner McMahon moved to approve a conditional offer for Police Officer to Erica Bolger, effective December 17, 2019. Commissioner Belmonte seconded, which was unanimously passed by those present.*

E. Police Officer Withdrawal of Conditional Offers

*Commissioner McMahon moved to approve the withdrawal of a conditional offer for Police Officer to Brent Disterheft, effective October 24, 2019. Commissioner Belmonte seconded, which was unanimously passed by those present.*

*Commissioner McMahon moved to approve the withdrawal of a conditional offer for Police Officer to Matthew Comparone, effective December 12, 2019. Commissioner Belmonte seconded, which was unanimously passed by those present.*

F. Brief Orientation for Commissioner Belmonte

Chair Northrup provided Commissioner Belmonte with a contact list of staff and Commissioners. He provided Commissioner Belmonte with a copy of the Boards's Rules & Regulations. He told Commissioner Belmonte that he had to take an online test regarding the Open Meetings Act.

McCready will investigate if the Board needs a FOIA Officer.

**5. SET NEXT MEETING DATE**

May 19, 2020 at 5:30 p.m.

**6. ADJOURNMENT**

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

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Jennifer McMahon, Secretary