

**City of Geneva
Board of Fire and Police Commission Meeting
Geneva Fire Department Training Room
200 East Side Drive, Geneva, IL
Minutes of the June 16, 2021 5:00 p.m. Meeting**

1. CALL TO ORDER

Chair Northrup called the meeting to order at 5:00 p.m.

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

ABSENT: None

ALSO PRESENT: Mera Johnson, HR Generalist

2. ITEMS OF BUSINESS

- A. Approval of Minutes from October 22, 2020; January 29, 2021; February 4, 2021 meetings.

Commissioner McMahon moved to approve the October 22, 2020, and January 29 and February 4, 2021, meeting minutes. Commissioner Belmonte seconded, which was unanimously passed by those present.

- B. Public Commentary
None

- C. Correspondences

BOFPC received or sent emails regarding meeting minutes; signing commission cards; all aspects the police officer testing through interviews and posting new list; scheduling meetings; agendas for meetings; upcoming testing timelines and dates.

Chief Passarelli corresponded with the BOFPC about the new police officer list; conditional offers; withdrawing offers and a suspension.

Assistant City Administrator Ben McCreedy sent and received emails regarding testing invoice, police officer testing orientation, all aspects of police officer testing through posting of a new list; annual report and budget; upcoming tests and dates.

Chief Antenore sent emails regarding the Battalion Chief assessment information, source, etc.; a suspension; a retirement; and upcoming Lieutenant promotion testing.

Linda St. John corresponded with BOFPC about the 2018 police officer testing; all aspects of the current police officer testing; contact information for Commissioner Belmonte; and signing of commission cards.

Jennifer Helmirsch corresponded with BOFPC regarding firefighter commission cards.

HR Generalist Mera Johnson emailed about interview dates for upcoming testing; timelines for upcoming tests and promotions.

IFPCA sent notice of upcoming seminars.

3. UNFINISHED BUSINESS

A. None

4. NEW BUSINESS

A. Update on Testing Cycles

HR Generalist Johnson distributed the recruitment schedules for the firefighter, lieutenant, and sergeant positions. She said that she had spoken with the testing vendors and that all three cycles are scheduled with testing sites secured. She reminded the Board that COPS and FIRE had been engaged for the firefighter testing rather than ISP. She asked if the Board had to review the contract.

Chair Northrup said that she needed to discuss that with Assistant City Administrator Ben McCready; he would handle the contract.

B. GPD – Conditional Offers of Employment

Commissioner McMahon made a motion to approve the conditional Offer of Employment extended to Matthew Adam by Police Chief Passarelli dated February 12, 2021, seconded by Commissioner Belmonte and unanimously passed by those present.

Commissioner McMahon made a motion to approve the conditional Offer of Employment extended to Hunter Winterstein by Police Chief Passarelli dated February 16, 2021, seconded by Commissioner Belmonte and unanimously passed by those present.

Commissioner Belmonte made a motion to approve the conditional Offer of Employment extended to Sean Peter by Police Chief Passarelli dated March 31, 2021, seconded by Commissioner McMahon and unanimously passed by those present.

Commissioner Belmonte made a motion to withdraw the conditional Offer of Employment extended to Sean Peter by Police Chief Passarelli dated May 27,

2021, seconded by Commissioner McMahon and unanimously passed by those present.

C. GFD – Promotion

Commissioner McMahon made a motion to approve the promotion of Firefighter Scott Anderson to Fire Lieutenant per the recommendation of Fire Chief Antenore dated June 13, 2021, seconded by Commissioner McMahon and unanimously passed by those present.

D. Election of Officers

Commissioner McMahon moved to appoint Arnold Northrup as Chair of the Board, seconded by Commissioner Belmonte and unanimously passed by those present.

Chair Northrup moved to appoint Jennifer McMahon as Secretary of the Board, seconded by Commissioner Belmonte and unanimously passed by those present.

E. Next Meeting: July 13, 2021 at 5:00 p.m.

3. ADJOURNMENT

Commissioner McMahon moved to adjourn the meeting, seconded by Commissioner Belmonte and unanimously passed by those present.

The meeting adjourned at 5:30 p.m.

Prepared By:
Jennifer McMahon, Secretary