

**VILLAGE OF FOX LAKE**  
**BOARD OF FIRE AND POLICE COMMISSIONERS**  
**301 SOUTH ROUTE 59**  
**FOX LAKE, ILLINOIS 60020-1896**  
**AGENDA**  
**JANUARY 2, 2018 MEETING 5:00 P.M.**

At the Board of Police and Fire Commission Meeting, held in said Village and County in the State of Illinois at 5:00 p.m. on January 2, 2018 the meeting was called to order by Board Chairman Commissioner Mike Trinski. The following official business was transacted:

**Roll Call**

Commission Members present: Commissioner Mike Trinski, Commissioner Joe Ravagni,  
Absent Commissioner: Margaret Paull.  
Guests Present: Police Chief Jimmy Lee and Guest Alexis Cypcar, Police Applicant  
Cawley.

**I. Call to order.**

Meeting was called to order by Commissioner Trinski at 5:00 p.m.

**II. Approval of Minutes**

A motion was made to table the December 5<sup>th</sup>, 2017 meeting minutes by Commissioner Trinski, and seconded by Commissioner Ravagni.

**III. New Business**

**a. Request from Chief Lee for New Hire**

Chief Lee previously had requested a new hire to be selected for the January 8<sup>th</sup> academy class. The police department had completed an extensive background investigation and recommend Mr. Cawley to continue with the commissions' selection process. A conditional job offer was presented to Mr. Cawley and he was submitted for medical, psychological and drug screening. He successfully passed those test. Mr. Cawley successfully passed the State Mandated P.O.W.E.R. test required to enter the police academy. Probationary Officer Cawley was sworn in by Commissioner Trinski at today's meeting. He began his employment effective this date and is scheduled to attend the Suburban law Enforcement Police Academy beginning January 8, 2018.

**b. Sergeant Promotion**

A letter notifying the commission that the Village Board and Village Manager authorized the appointment of a police sergeant and Chief Lee's request promote Officer Shane Campion from the current eligibility list effective January 23<sup>rd</sup>, 2018 was submitted to the Board. The board reviewed the letter and Commissioner Trinski made a motion to promote Officer Campion to the Rank of Police Sergeant. The motion was seconded by Commissioner Ravagni.

Motion was approved. Officer Campion will be sworn in during the Village Board Meeting on January 23<sup>rd</sup>, at 6:30 p.m.

**c. Annual Report**

The 2017 annual commission report was presented and reviewed. A motion to approve was made by

Commissioner Trinski, and seconded by Commissioner Ravagni. A roll call vote was taken and Commissioner Trinski and Commissioner Ravagni both voted in the affirmative approving the motion.

A discussion was had concerning the presentation of the annual report to the Village Board. It was decided that Commissioner Ravagni would present the report to the Mayor and Village Board meeting on January 23, 2018.

#### **IV. Unfinished/ Old Business**

##### **a. Communications with the Board's Attorney**

Commissioner Trinski met with the Board's attorney regarding dates for the deadline on the oral interviews. The Board's attorney clarified that the initial eligibility list must be presented within 60 days of the completion of the oral interviews of the eligible applicants. This authorized time limit allows the Commission to delay the oral interviews until April and should provide ample time for the police department to continue conduction background investigations of the applicants remaining on the current list prior to establishing a new eligibility list. Chief Lee mentioned there is fourteen weeks till the next start date at the academy. The commissioners' suggested waiting until April 2018 to schedule the oral interviews of the pending applicants.

Lastly, in order to be considered for a lateral hire of certified officers is only an option if the applicant has participated in the board's oral interview process. Certified officers who have not been part of the oral interview process cannot be elevated in the eligibility list.

#### **V. Comments and Updates**

Chief Lee updated the board on the events and activities of the police department.

#### **VI. Audience Comments**

None.

#### **VII. Next Meeting Date**

A motion was made by Commissioner Trinski to schedule the next meeting on February 6th, 2018 at 5:00 p.m. Commissioner Ravagni seconded the motion. A voice vote was taken and the motion passed.

#### **VIII. Adjournment**

Commissioner Trinski made a motion to adjourn the Meeting at 5:30 p.m. seconded by Commissioner Ravagni. A voice vote was taken and the motion passed.

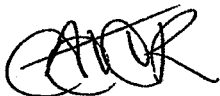
*A roll call vote was taken as follows:*

*Commissioner Trinski Aye*

*Commissioner Ravagni Aye*

*Commissioner Paull Absent*

**Respectfully submitted,**



**Alexis Cypcar**  
**Assistant to the Chief of Police**