
**Board of Fire and Police Commissioners
March 13, 2024, Minutes**

Present:

Kenneth Brown
Tim McTaggart
Steve Malinsky
Chief Brent Roalson
Captain Mike Cheatham
Captain Kyle Booras

Chief Brian Bressner
Deputy Fire Chief Mike Mills
Commissioner Tom Ganiere
Brienne Petersen

Ken Brown called the meeting to order at 10:01 a.m.

Public Comment

None

Minutes

Moved by Steve Malinsky second by Ken Brown, to approve the minutes of the February 14, 2024, meeting as written. All ayes. Motion passed.

Authorize Police Hiring

Commissioner Ganiere's request for hiring one additional Police Officer was received prior to the March meeting, due to the resignation of Officer Alex Jordan.

Moved by Steve Malinsky, seconded by Ken Brown to make a conditional offer of employment to the next eligible candidate until a total of 1 candidate has accepted the conditional offer. All ayes. Motion passed.

Schedule Police Promotional Testing

The contract with LETA for the upcoming promotional testing of classifications Captain and Corporal was placed on file at the March 5, 2024, City Council meeting.

The written exam date will be November 1, 2024, in the Council Chambers at City Hall. The Captain exam will be held at 3pm and the Corporal exam will be held at 6pm. Oral interviews will be held at the Police Department on October 25 for the Captain classification. The oral interviews for the Corporal classification will be held on October 29 and October 31, 2024, at the Police Department.

Oral interviews for the Captain classification will be 30 minutes per candidate with a 10-minute break between each interview. Oral interviews for the Corporal classification will be 20 minutes per candidate with a 10-minute break between each interview.

Authorize Rules Amendment

Moved by Steve Malinsky, seconded by Ken Brown to update and publish the Board of Fire and Police Commissioners Rules and Regulations as stated in the February meeting minutes. All ayes. Motion passed.

In order to be eligible for promotion to rank of Corporal patrolmen must meet the minimum qualification of three years of active consecutive service within the Ottawa Police Department from the date of hire on or before applications are closed for promotion. Patrolman hired pursuant to the Lateral Transfer provisions of CHAPTER III, Section 2, shall be given credit for two (2) years of active consecutive service and will be eligible for promotion to the rank of Corporal upon successful completion of the twelve (12) month probationary period on or before applications are closed for promotion.

Fire Promotional Testing

The Fire Department presented an initial timeline for their department’s promotional exams. The board will move forward with the written exam for the Captain and Lieutenant classifications on August 23, 2024. The written exam will be held at City Hall in the Council Chambers at 1pm for both classifications. Oral interviews for Lieutenant will be held at the Police Department on August 8, 2024. Oral interviews for Captain will be held at the Police Department on August 9, 2024. Each interview will be 30 minutes with a 10-minute break between each interview.

New Business

None of the Commissioners will be attending the Illinois Fire and Police Commissioners Association Spring Seminar.

Old Business

None

Correspondence

None

Next meeting is scheduled for April 10, 2024, at 10:00 a.m.

Adjournment

Moved by Steve Malinsky, second by Tim McTaggart, to adjourn at 10:43 a.m. Motion passed.

Respectfully submitted,

Brianne Petersen
Human Resource Director

**CITY OF OTTAWA
BOARD OF FIRE AND POLICE COMMISSIONERS**

**KENNETH D. BROWN., CHAIRMAN
STEVEN MALINSKY, SECRETARY
TIM MCTAGGART, COMMISSIONER**

<u>Eligibility Register</u>	<u>Expiration Date</u>	<u>Register Adopted</u>
Patrol Officer	November 9, 2025	
Police Officer-Lateral Transfer	Exhausted December 13, 2023	
Police Sergeant	October 11, 2026	
Police Captain	November 15, 2024	
Police Corporal	November 15, 2024	
Firefighter	July 6, 2025	
Fire Lieutenant	September 20, 2024	
Fire Captain	September 20, 2024	