



Commissioners: Robert J. Kovanda, Chairman - Vincent Musial, Commissioner - Stella Qualizza, Commissioner

February 16, 2021 - Regular Meeting Minutes

1. Call to Order

Chairman Kovanda called the February 16, 2021 Regular Meeting of the Board of Fire and Police Commissioners to order at 2:00 PM.

2. Roll Call

Chairman Kovanda - Present; Commissioner Musial - Absent; Commissioner Qualizza - Present; a quorum was present.

3. Approval of Minutes

After review and discussion, Chairman Kovanda moved that the January 19, 2021, Regular Meeting Minutes be accepted as submitted. Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. **Minutes are accepted.**

After review and discussion, Chairman Kovanda moved that the January 26, 2021, Special Meeting Minutes be accepted as submitted. Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. **Minutes are accepted.**

After review and discussion, Chairman Kovanda moved that the January 28, 2021, Special Meeting Minutes be accepted as submitted. Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. **Minutes are accepted.**

After review and discussion, Chairman Kovanda moved that the January 30, 2021, Special Meeting Minutes be accepted as submitted. Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. **Minutes are accepted.**

After review and discussion, Chairman Kovanda moved that the February 6, 2021, Special Meeting Minutes be accepted as submitted. Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. **Minutes are accepted.**



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4. Correspondence

None at this time.

5. Chief's Forum

Chief Gunther brought the Commission up to date on current activities within the department.

6. Ongoing Business

The Board, having been authorized to promote a candidate From the Final Sergeant Promotion Eligibility List effective January 23, 2018 and expiring January 23, 2021 and using the rule of three (3), reviewed, scrutinized, and deliberated the service records of the top three (3) candidates on the list, and unanimously selected Westmont Police Officer Douglas Mantooth to be promoted to the rank of Sergeant to fill the current Sergeant rank vacancy in the Police Department. Sergeant Mantooth received the oath of office from Westmont Village Mayor Ronald Gunter during the Westmont Village Board meeting on February 11, 2021.

On January 23, 2021, the candidate names on the Final Sergeant Promotion Eligibility List effective January 23, 2018 expired, prompting the Westmont Board of Fire and Police Commission to replenish the eligibility list with new names. In anticipation of this, the Board began preparations in the 4th quarter of 2020 to plan, develop, administer, and tabulate the scores of all Westmont Police Officers willing to participate in the Sergeant Promotion Eligibility Selection Process. All eligible officers were invited to participate in the process. Those that accepted the invitation received a comprehensive written exam developed and administered by the Westmont Police Department Supervisory Staff and I/O Solutions. The names of those officers that earned a written test score of 70% or higher were placed on the Initial Sergeant Promotion Eligibility List posted on January 4, 2021. The next step in the selection process was the administration of an Assessment Center conducted by I/O Solutions and individual



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Oral Interviews conducted by the Board of Commissioners. At the conclusion of the eligibility process, 10 names were placed on the Final Sergeant Promotion Eligibility List in order of their process performance excellence and the list was posted on February 8, 2021 with an expiration date of February 8, 2024.

7. New Business

Chairman Kovanda made a motion to authorize payment to I/O Solutions dated January 31, 2021, Invoice#C49345A in the amount of \$12,617.50 for Police Department Sergeant Promotion Process - 2020. Commissioner Qualizza seconded the motion. Installment 2 of 2.

Vote: Yes-2, No-0. **Motion Carries.**

8. Adjournment

There being no additional business before the Commission at this time, Chairman Kovanda made the motion to adjourn and Commissioner Qualizza seconded the motion.

Vote: Yes-2, No-0. Motion carries and the commission adjourned at 3:30 PM.

Stella Qualizza
Commissioner/ Secretary

Approved: 3/16/2021