

McHENRY COUNTY MERIT COMMISSION

MINUTES OF WEDNESDAY, JUNE 21, 2006

The meeting of the McHenry County Merit Commission was called to order at 10:35 a.m. on June 21, 2006 with the following members present: Janelle Crowley, Chairman; Patrick McAndrews, William Mack, and Gloria Urch (Brian Goode absent). Also in attendance: Kathleen Seith, Sheriff's EEO and Susan Connor, Special Assistant State's Attorney (via telephone).

MINUTES

The commission reviewed the minutes of May 11, 2006. Following discussion, Mr. McAndrews moved to accept the minutes of May 11, 2006 as presented. Motion seconded by Mr. Mack and carried with all ayes.

BILLS

The commission reviewed the bills presented for payment. Following review, Mr. Mack moved to authorize the payment of bills as presented. Motion seconded by Mr. McAndrews and carried with all ayes.

The commission inquired whether the Sheriff's Department is satisfied with the results from the new psychological vendor. Ms. Seith informed the commission that the department is satisfied with the new vendor. Detailed reports are provided and potential risks are identified for each candidate. Ms. Seith will provide the commission with a sample report.

NEW BUSINESS

Returning Officers – Ms. Connor informed the commission that the Sheriff's Department has nearly exhausted the current eligibility list and will be requesting the commission conduct another entry level exam this year. The commission discussed possible options. Ms. Connor suggested the commission consider facilitating a lateral hiring program for existing officers that have experience and have met the requirements of the Illinois Law Enforcement Training Standards Board's minimum standards for certification as a full-time law enforcement officer. Ms. Seith suggested allowing officers that have resigned from their positions with McHenry County Sheriff's Department to return without waiting for the next testing cycle. Ms. Crowley suggested having a rolling certified list wherein the commission interviews certified officers that apply to the commission and adds them to the Eligibility List as applicable for a period of one year.

The commission discussed candidates that are placed on the eligibility list. Of 117 candidates, the Sheriff has hired nine individuals and indicated that there are only seven candidates remaining on the list to interview. It is anticipated that the Sheriff will need to fill an additional 10 vacancies this year. The commission discussed the validity of the entry level written test that is administered. Ms. Connor will perform research on other vendors and other testing mechanisms prior to the next meeting. Ms. Crowley will obtain a sample exam from the IPMA.

Ms. Seith informed the commission that Hunter has presented the Sheriff's Department with a questionnaire that they feel will facilitate the polygraph test. The questionnaire would be used during the interview process. The commission expressed concern

regarding asking certain questions prior to a conditional offer of employment being made. Ms. Crowley requested a copy of the questionnaire that Hunter is proposing to use.

Budgetary Issues – The commission reviewed a Resolution requesting additional funds for costs associated with candidate screening and applicant testing. Promotional testing and the need for an additional entry level exam resulted in a projected budgetary shortfall of \$37,600.00. Following discussion, Ms. Urch moved to approve the Resolution as presented. Motion seconded by Mr. Mack and carried with all ayes.

Ms. Connor suggested the commission send a letter congratulating Captain Glenn Olson on his retirement after 33 years of service with the McHenry County Sheriff's Department. Following discussion, Mr. McAndrews moved to authorize the commission send a letter to Glenn Olson, thanking him for his dedicated service and congratulating him on his retirement. Motion seconded by Mr. Mack and carried with all ayes.

Motion to adjourn at 11:05 a.m. by Ms. Urch. Motion seconded by Mr. McAndrews and carried with all ayes.