



VILLAGE OF CHANNAHON

FIRE AND POLICE COMMISSION

Dan Hoppe, Chairman
Tina Lentz, Secretary
Paul Lair, Commissioner

Channahon Board of Fire and Police Commission Meeting Minutes
April 20, 2022
Channahon Village Hall
24555 S. Navajo Drive
Channahon, IL 60410

- I. Call to Order 7:00 PM
- II. Roll Call
Commissioners Hoppe, Lentz, and Lair present. Chief Casey present as guest. Larry Duffy was a brief guest before Executive Session.
- III. Approval of Meeting Minutes from January 19, 2022.
All present reviewed minutes from the January 19, 2022, meeting. With no corrections, additions, or deletions noted Chairman Hoppe asked for a motion to approve the regular meeting minutes. Commissioner Lentz made the motion, second by Commissioner Lair. Voice vote, motion passed 2-0-1, with Commissioner Lair voting “present.”
All present reviewed Executive Session minutes from the January 19, 2022, meeting. With no corrections, additions, or deletions noted Chairman Hoppe asked for a motion to approve the Executive Session meeting minutes. Commissioner Lentz made the motion, second by Commissioner Lair. Voice vote, motion passed 2-0-1, with Commissioner Lair voting “present.”
- IV. Citizen Complaints: None
- V. Old Business:
 - Rules and Regulations of the P & F Commission
Chief Casey stated some good ideas came up from the November IFPCA conference, and with the spring conference weeks away, he asked that the Commission delay any final approval of the updated rules and regulation until they can incorporate some of the materials from the two conferences. All agreed it was a good direction.
 - Open Meetings Act training
All Commissioners have completed their OMA training. Additionally, all commissioners have completed the Village approved Sexual and Work Place Harassment training.
 - Annual Report
Chief Casey stated he has completed and submitted the Commission’s annual report to the Village President, to include budget requests, as required by state statute. Chief stated he has doubled the training budget in hopes Commissioners will take advantage of the two seminars offered by the IFPCA.
 - IFPCA Emails

It would appear that both Commissioner Lentz and Lair are receiving their emails from the IFPCA; however, Commissioner Hoppe is still having not receiving them. Chief Casey double checked Hoppe's information and email with the IFPCA and it was all correct. Chairman Hoppe will contact the IFPCA to try and remedy the problem. In the meantime, Chief Casey will forward all relevant IFPCA emails to Chairman Hoppe.

IFPCA Training Records

Chief Casey told the Commission they all needed to attend Modules 1 and 2 to get their Police Commission training. He explained he went through all records he has access to, and could not find a record of them having completed those modules. Chief Casey asked if each Commissioner could reach out to the IFPCA for their training records, or forward any certificates in their possession to him, for their respective training files.

Commission's records (filing cabinet)

Just a reminder the Police Commission filing cabinet could use a good once over to organize and possibly purge many documents. Commissioner Lentz had offered at a previous meeting to assist Chief Casey with this venture.

VI. New Business:

Welcome Commissioner Lair

Paul Lair introduced himself and provided a brief background of himself to the other Commissioners. Chairman Hoppe asked that the Commission's documents be updated with reflect Commissioner Lair's appointment, and to remove previous Commissioner Duffy's name.

Personnel Directory

As discussed at the last meeting, the Commissioners wanted a photographic director of personnel to keep up with the names, faces, assignments, badge numbers, and tenure of each officer.

Village Website – Commissioners' page

As discussed at our last meeting, a Police Commission page has been added to the Village's website. Commissioners' names, a commission overview, recent agendas and minutes, along with meeting dates, will be posted here.

Spring IFPCA Seminar May 6-7, Springfield, IL

Chief Casey reminded the Commission about the upcoming IFPCA spring seminar. He informed the Commission that he and Commissioner Lair will be attending. If anyone else was interested in attending, please let Chief Casey know in the next week so he can get you registered and lodging.

Board Positions (Chairman, Secretary)

As required, the Commission must vote on board positions for the coming fiscal year. Everyone seemed to be in agreement with keeping the Commissioners' position status quo. Chief Casey recommended a Commissioner make a motion on the slate of officers as presented: Commissioner Hoppe – Chairman, Commissioner Lentz – Secretary, and Commissioner Lair – Commissioner. Chairman Hoppe opened the floor for a motion on the slate of officers. Commissioner Lentz made the motion, second by Commissioner Lair. Voice vote, motion passed 3-0.

Update on Officers

Chief Casey provided the Commission with a copy of Officer Michael Yoakum's email of resignation. Chief Casey wished Mike Yoakum well in his future endeavors.

Chief Casey informed the Commission of Officers Rodriguez's and Kirkolis' recent graduation from the SLEA Police Academy, and of Officer Bowen's graduation tomorrow from PTI. Chief Casey also highlighted the new COP FTO program being utilized by the police department to digitize the FTO program, and provide qualitative and analytic feedback on probationary officers.

VII. Correspondence: IFPCA Spring Seminar, dated March 7, 2022

Commissioner Duffy resignation letter, dated Jan. 22, 2022

Chief Casey shared the above correspondences with the Commission. As mentioned before, Chief Casey will continue to forward emails from the IFPCA to Commissioner Hoppe until his email issues are resolved, and will remove them future agendas. Before moving on, Chairman Hoppe asked that we add "Public Comment" to the agenda moving forward. Chief Casey stated he would make the appropriate changes not only to the agenda, but also to the rules and regulations document as needed.

VIII. Bills: Crowne Plaza Hotel & Resort \$243.72

Chief Casey presented the Invoice for him and Commissioner Lair's lodging to attend the IFPCA spring seminar. Chief Casey explained the Commission had depleted their training budget with the fall seminar back in November of 2021, so he used his police training line item for the actual seminar, but because it was not a commission line item it did not need the approval of the commission. However, the lodging was a commission line item and therefore needed the commission's approval to expend. Chairman Hoppe asked for a motion to approve the invoice. Commissioner Lentz made the motion, second by Commissioner Lair. Voice vote, motion passed 3-0.

IX. Executive Session: Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Channahon

Motion to move into Executive Session at 7:30 PM by Commissioner Lentz, second by Commissioner Lair. Voice vote, motion passed 3-0

Out of Executive Session at 7:39 PM – No action taken

X. Next Meeting Date: July 20, 2022

XI. Adjournment

Motion to adjourn at 7:41 PM by Commissioner Lair, second by Commissioner Lentz. Voice vote, motion passed 3-0.

Respectfully Submitted on 04/26/22,



Tina Lentz
Commission Secretary