DUPAGE COUNTY SHERIFF’S MERIT COMMISSION
REGULAR MEETING MINUTES
January 4, 2018

Members Present:       Tony Reyes, Chairman
                        John Smith, Vice-Chairman
                        Carole Vasbinder, Secretary

Others Present:       Patti Weber, Merit Commission Assistant
                       Paul Bruckner, State’s Attorney Office
                       Undersheriff Frank Bibbiano, Sheriff’s Office
                       Bruce Flowers, Procurement

Meeting was called to order at 8:33 a.m. in Conference Room 3500A of the Jack T. Kneupfer
Administration Building, 421 North County Farm Road, Wheaton, Illinois.

Roll Call
On roll call, members Reyes; Smith; and Vasbinder were present.

Public Comment
There was no public comment.

Additions to Agenda
There were no additions to the agenda.

Approval of Regular Meeting Minutes December 7, 2017
Chairman Reyes called for a motion to approve the minutes. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Roll call. All ayes. Motion carried.

Approval of Executive Session Meeting Minutes December 7, 2017 and December 21, 2017
Chairman Reyes called for a motion to approve the minutes. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Roll call. All ayes. Motion carried.

Approval of Regular Meeting Minutes December 21, 2017
Chairman Reyes called for a motion to approve the minutes. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Roll call. All ayes. Motion carried.

New Business
a) Bills Payable – Ms. Weber presented one bill to be paid. Chairman Reyes called for a motion to approve the bill. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Roll call. All ayes. Motion carried. Chairman Reyes signed the invoice.

b) Candidate Status – The Commission reviewed current candidate status and discussed the Sheriff’s hiring needs with Undersheriff Bibbiano. The Commission decided not to conduct interviews in January.

c) Discuss Exam Score Request – Ms. Weber presented a letter from a candidate requesting his scores from the November exam. The Commission discussed it and decided to grant his request.
d) Rules, Regulations and Procedures Revisions – Counsel Bruckner presented Resolution MC-001-18 with revisions to Article III paragraph B item 4 b. and c. The revisions clarify that certain requirements must be met at the time the entrance exam is taken; that if discharged from the military, have received an honorable discharge; that if served as a peace officer, it was changed from four to two years. Chairman Reyes called for a motion to approve the resolution. Commissioner Smith moved. Commissioner Vasbinder seconded. All ayes. Motion carried. Chairman Reyes and Secretary Vasbinder signed the resolution. Ms. Weber stated that the revised Rules, Regulations, and Procedures would be uploaded to the County website.

e) Discuss Exceptions to Bid language re: ITB #17-199BF – The Commission was presented with suggested exceptions to the language in the bid for background check services. The Commission discussed these suggestions with Mr. Flowers who said that the suggested language is already covered in the scope and that it’s semantics. Also, if we change the language, we’d have to go thru the bid process again. The Commission agreed with Mr. Flower’s recommendation to keep the bid as is and asked him to respond to Mr. Kalkman.

Adjournment into Executive Session
Chairman Reyes called for a motion to convene into Executive Session pursuant to Section 5 ILCS 120/2(c)(21) of the Open Meetings Act for review of executive session meeting minutes. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Roll call. Reyes, Smith and Vasbinder “Aye”. Motion carried. The Commission convened into Executive Session at 8:58 am. Undersheriff Bibbiano and Mr. Flowers left the meeting.

The Commission convened back into regular session at 9:17 a.m.

Action on Executive Session Items


Chairman Reyes reminded Ms. Weber to bring forth executive session meeting minutes every 6 months for review and to determine if can be released.

Adjournment
Chairman Reyes called for motion to adjourn. Commissioner Smith moved. Seconded by Commissioner Vasbinder. Meeting was adjourned at 9:19 a.m.

Respectfully submitted,

Carole Vasbinder, Secretary