

## McHENRY COUNTY MERIT COMMISSION

### MINUTES OF WEDNESDAY, JUNE 15, 2011

The meeting of the McHenry County Merit Commission was called to order at 10:43 a.m. on June 15, 2011 with the following members in attendance as indicated by a roll call: Janelle Crowley, Chairman; Gloria Van Hof and Brian Goode (Patrick McAndrews and William Mack were absent). Also in attendance: Keith Nygren, Sheriff; Kathy Seith, EEO; Duane Cedergren, Commander; and Susan Connor, attorney (telephonically).

### MINUTES

The commission reviewed the minutes of April 13, 2011. Following discussion, Ms. Van Hof moved to accept the minutes as presented. Motion seconded by Mr. Goode and carried with all ayes.

### BILLS

The commission reviewed the bills presented for payment. Following review, Mr. Goode moved to approve payment of the bills as presented. Motion seconded by Ms. Van Hof and carried with all ayes.

### NEW BUSINESS

*Patrol Eligibility Lists* – The commission reviewed the eligibility lists presented for approval. Ms. Van Hof moved to accept the 2011 Patrol Deputy Eligibility List as presented. Motion seconded by Mr. Goode and carried with all ayes. Ms. Van Hof moved to accept the 2011 Sergeant Eligibility List as presented. Motion seconded by Mr. Goode and carried with all ayes. Ms. Van Hof moved to accept the 2011 Lieutenant Eligibility List as presented. Motion seconded by Mr. Goode and carried with all ayes. It was reported that the savings realized from allowing the NIPSTA card was \$1,300.00. Sixty-five candidates utilized the option at a savings of \$20.00 each.

Ms. Connor informed the commission that the Undersheriff has requested the commission consider authorizing Stanard and Associates to provide candidate feedback reports to the applicants that participated in the promotional process. Sheriff Nygren indicated the feedback reports will be beneficial to the applicants in determining their individual strengths and areas that need improvement. The cost of providing these reports is \$50.00 for candidates that participated in the assessment center and \$10.00 for candidates that participated only in the written exam. The commission will place this on the agenda for the next meeting for action.

*Merit Commission Rules and Regulation Amendment* – Ms. Connor presented the commission with proposed amendments to the Merit Commission Rules and Regulations to accommodate lateral transfers into the department. Ms. Connor explained that applicants that meet the predetermined criteria would be placed on the eligibility list and remain on the list until the list expires or is deemed exhausted by the Sheriff. Ms. Crowley requested Ms. Connor verify that the lateral applicants would

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remain on the list only until the list expires. Following discussion, Mr. Goode moved to accept the proposed amendment to the Merit Commission Rules and Regulations as amended. Motion seconded by Ms. Van Hof and carried with all ayes.

Motion to adjourn at 11:06 by Mr. Goode. Motion seconded by Ms. Van Hof and carried with all ayes.