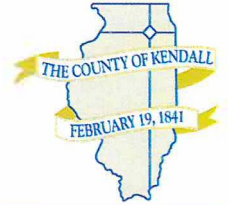




Kendall County

Merit Commission

1102 Cornell Lane Yorkville Illinois 60560
Phone: 630-553-7500 Fax: 630-553-1972
www.co.kendall.il.us



MERIT COMMISSION

Public Safety Center, 2nd floor Conference Room
April 12, 2019
3:00pm

MEETING AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the agenda
5. Approval of minutes from January 28, 2019 Meeting
6. New Business
 - a. Approval to start entry level corrections testing
7. Executive Session
8. Old Business
 - a. Promotional Testing applicants for Operations and testing date
 - b. Promotional Testing applicants for Corrections and testing date
9. Public Comment
- IO.Next meeting date - July 12, 2019
- 11.Adjournment

Kendall County Sheriff's Office Merit Commission
Public Safety Center, Conference Room
1102 Cornell Lane, Yorkville IL
January 28, 2019
Meeting Minutes

Call to Order- Jack Westphall called the meeting to order at 2:30pm

Committee Members Present: Jack Westphall- here, Shawn Flaherty-present, Rob Delong-present, Don MaJTone- here, and Janice Hightower- here. With five of five members present, a quorum is made to conduct business.

Others Present: Bobby Richardson, Joe Gillespie, Sabrina Jennings, Mike Peters, Tracy Page and Dwight Baird

Pledge of Allegiance

Approval of the Agenda- Member Marrone made a motion to approve the agenda, second by Member Flaherty. With all in favor, the motion carried.

Approval of Minutes- Member Flaherty made a motion to approve the February 2, 2018 meeting minutes second by Member Delong. With all in favor, the motion carried.

Items of Business-

Because of the new Merit Commission Members, everyone introduced and gave a little history of themselves Don Marrone, Janice Bruce Hightower, Rob Delong, Shawn Flaherty and Jack Westphall!. Command staff in attendance also introduced themselves.

Tracy Page explained that because of the Merit Commission rules positions are limited to a certain amount of years, nominations and voting took place for the positions of Chair, Vice-Chair, and Secretary. A motion was made by Member Westphall to nominate Shawn Flaherty as Commission Chair, second by Janice Hightower. All in favor, motion passes to have Shawn Flaherty as the new Merit Commission Chair. Shawn Flaherty made a motion to have Jack Westphall serve as the Vice-Chair, second by Don Marrone. All in favor, motion passes to have Jack Westphall as the Merit Commission Vice-Chair. Shawn Flaherty made a motion to have Janice Hightower serve as the Secretary, second by Jack Westphal!. All in favor, motion passes to have Janice Hightower as the Merit Commission Secretary.

Sheriff Baird explained the need to begin promotional testing for both patrol and corrections divisions. Sheriff Baird and Chief Deputy Peters gave the expiration dates of both lists. Patrol list expired on January 20, 2019 and the Corrections list will expire on August 30, 2019. Chief Deputy Peters gave an explanation on how the eligibility list process works and explained how they are good for two years once certified by the Merit Commission. Shawn Flaherty also explained the process of the written exam and the selection process off the list. Jack Westphall made a motion to start promotional testing for both the Patrol and Correction divisions, second by Rob Delong. All in favor, motion passes to begin promotional testing for both divisions.

Chief Deputy Mike Peters explained why the Sheriff's Office would like to utilize COPS and FIRE testing services for the Corrections Sgt. promotional test. COPS and FIRE will also create a written exam specific to the corrections division and do the assessment of all corrections applicants that pass the written exam. Sheriff Baird did make mention that he put on his financial economic interest statement that he

currently works for Stanard and RMA testing services. Member Flaherty made mention how having a customized test geared towards our agency and division is worth the money. Tracy Page explained how the Sheriff's Office choose these two companies for testing, including gathering the information and being reviewed by all command staff members. Motion was made by Member Westphall to accept COPS and FIRE as the testing agency for the Corrections Sgt. Test not to exceed \$9,000, second by Member Delong. Roll Call taken for approval to use COPS and FIRE as the testing agency for corrections not to exceed \$9,000, Shawn Flahe1ty-aye, Rob Delong- aye, Jack Westphall - aye, Janice Hightower- aye, Don Marrone - yes.

Chief Deputy Mike Peters explained why the Sheriff's Office would like to utilize Stanard and Associates for the Patrol Sgt. assessment. Tracy Page explained that because of budget reasons a separate cheaper written exam may be administered but Stanard would be used for the assessment. Sheriff Dwight Baird explained the assessment process and the critical thinking that is needed. Motion was made by Member Marrone to accept Standard and Associations as the company to use for Patrol Sgt. Promotional testing not to exceed \$9,500, second by Member Westphall!. Roll call taken for approval of using Stanard as the testing agency for patrol not to exceed \$9,500, Don Marrone -yes, Shawn Flaherty-yes, Rob Delong-yes, Jack Westphall - yes, and Janice Hightower - yes.

No need for executive session

No old business

The 2019 meeting dates were set. Motion was made by Member Delong to accept April 12, 2019, July 12, 2019, and October 11, 2019 at 3pm for meeting dates. Member Hightower second. All in favor, motion passes to make 2019 meeting dates at 3pm on 04/12, 07/12 and 10/11

Under new business, Member Flaherty mentioned that the open meetings act training must be completed and the economic interest statement must also be completed and turned in.

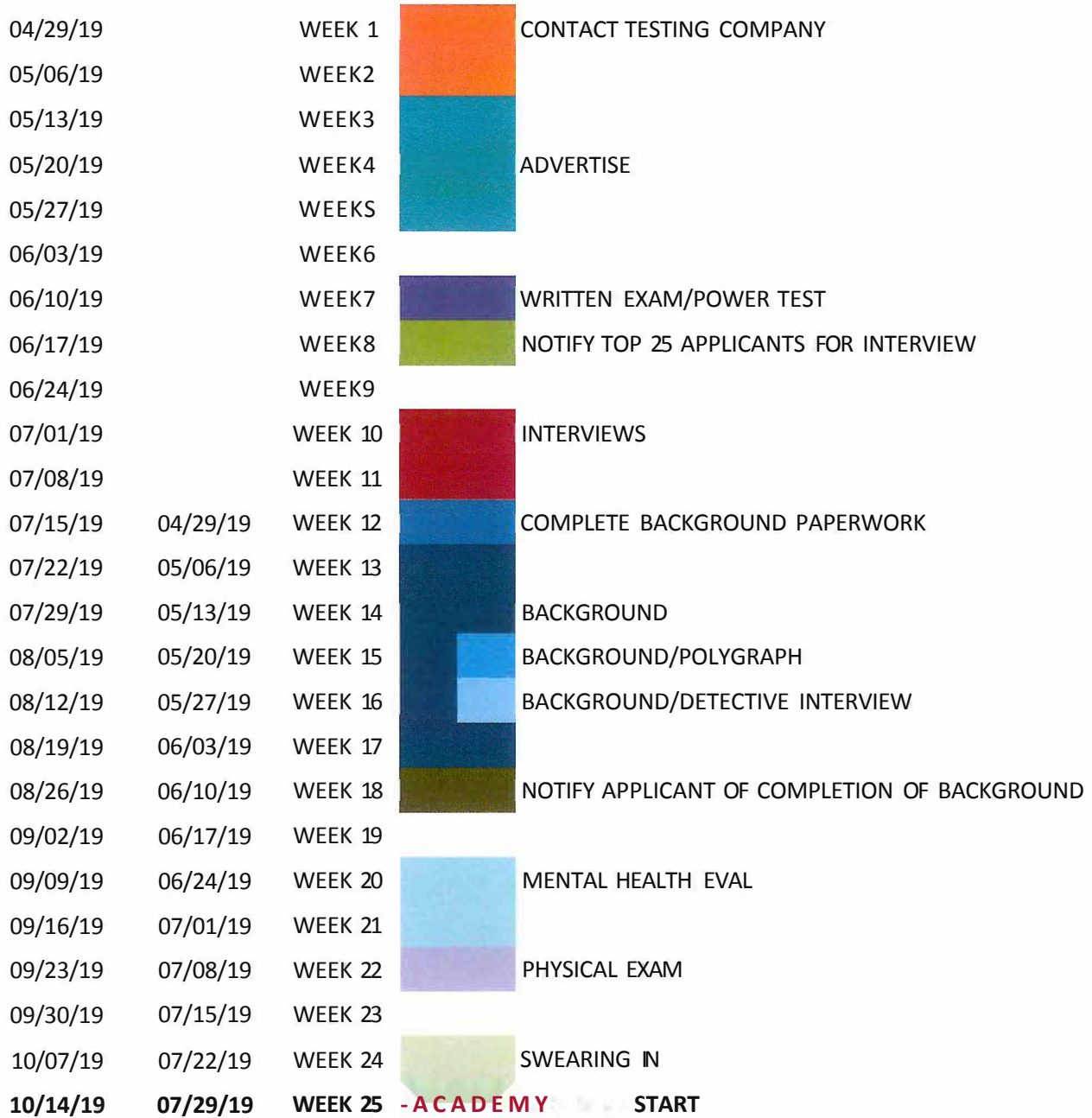
No public comment, it was noted that the doors were open.

Next Meeting Date- April 12, 2019 at 3pm

Adjournment- Member Westphall made a motion, second by Member Marrone to adjourn the Merit Commission meeting. With all in agreement, the meeting adjourned at 3:15pm

Respectfully submitted,
Tracy Page
Recording Secretary

Entry Level Hiring Timeline





**Kendall County Sheriff's Office
Kendall County, Illinois**

The Kendall County Sheriff Merit Commission is accepting applications for the position of Deputy Sheriff-Corrections with the Kendall County Sheriffs Office.

Salary: \$50,333 (as of 12/01/17)

Population of Kendall County: 119,348 (323 sq. miles); County seat: Yorkville

Total Sworn Deputy Sheriffs (Corrections): 50

All applicants must meet the following minimum requirements established by the Kendall County Sheriff Merit Commission:

- Must be a citizen of the United States, or an alien admitted for permanent residence of the United States;
- No felony convictions (This includes no criminal conviction for domestic violence, nor any misdemeanor conviction involving moral turpitude (as defined under 50 ILCS 705/6.1), or a dishonorable discharge from military service (or US Army RE-4 separation or equivalent);
- Valid State-issued driver's license and a safe driving record;
- Minimum of 21 years of age at time of hire;
- High school diploma or G.E.D. equivalent;
- Eye sight correctable to 20/20; free of color-blindness;
- Residency within 25 miles of the Kendall County Public Safety Center within 1 year of hire date;
- **Attend a mandatory orientation and written examination testing session on Saturday, December 9, 2017;**
- Pass a written examination, oral interview, psychological evaluation, medical testing, drug screening, and background investigation, which includes a polygraph;
- **Pay a \$45.00 non-refundable application processing fee.**

Preference Points will be awarded for the following:

Education: Persons who have successfully obtained an Associate's Degree -OR- Bachelor's Degree from an accredited college or university. Copy of unofficial transcripts must be submitted at time of application to qualify.

Experience: Persons who have participated in the Kendall County Sheriff's Office Police Explorer or Auxiliary Deputy program.

Military: Persons who were engaged in the military or naval service of the United States for at least one year, and were honorably discharged -OR- who are now, or may hereafter be on inactive or reserve duty in such military or naval service. A copy of Military Form DD-214 or equivalent proof of current military service must be submitted at time of application to qualify.

To apply for this position or obtain additional information, please visit the following website:

<http://www.applytoserve.com>

Kendall County is an Equal Opportunity Employer. Kendall County considers applicants equal employment opportunity to qualified individuals, regardless of their race, color, religion, creed, ancestry, pregnancy, gender, age, national origin, sexual orientation, genetic information, marital or veteran status or disability, and to conform to applicable laws and regulations. Equal opportunity encompasses all aspects of employment practices to include, but not limited to, recruitment, hiring, training, compensation, benefits, promotions, transfers, and discipline. Kendall County is committed to complying with the Americans with Disabilities Act. If an applicant requires a reasonable accommodation for purposes of completing the job application process, please contact the HR Manager of the Kendall County Sheriff's Office.

Kendall County Sheriff

Merit Commission

1102 CORNELL LANE, YORKVILLE IL 60560

630-553-7500

CORRECTIONS DEPUTY

Eligibility List

Effective January 5, 2018 - July 5, 2019

Name

Wetenkamp, Chase

Hired
01/03/19

Olesen, Matthew

Hoogland, Ryan

Mashare, Andrew

Diaz, Javier

Murawski, Jacob

Galindo, Ignacio

To be appointed a corrections deputy from this list the candidates still need to successfully pass an oral interview, background investigation, polygraph, psychological exam and also a medical exam. The medical exam could include an eye exam, and screen for the use of drugs and alcohol.

Expires 07/05/19

Kendall County Sheriff's Merit Commission
Kendall County Sheriff's Office
Operations Division
Promotion List
2019

| Last Name | First Name |
|-----------|------------|
| Brautigam | Todd |
| French | Craig |
| Hagerty | Thomas |
| Harl | Bryan |
| Kailus | Casey |
| Mrozek | Michael |
| Pavlik | Frank |
| Pearson | Richard |
| Riffel | Tyler |
| Schmitt | Zachary |
| Vaclavik | Kevin |

Kendall County Sheriff's Merit Commission
Kendall County Sheriff's Office
Corrections Division
Promotion List
2019

| Last Name | First Name |
|------------|------------|
| Baird | Brian |
| Crumly | Jeremy |
| Curry | Willaim |
| Goodspeed | Tom |
| Hansen | Keith |
| Hebner | Rachel |
| Krantz-Lee | Pam |
| Lenard | Anthony |
| Nemenoff | Andrew |
| Riebeling | Jesse |
| Thompson | Van |
| Velez | Nancy |
| Weiler | Robert |