

**MINUTES  
CITY OF SALEM  
BOARD OF POLICE COMMISSIONERS MEETING  
August 17, 2018**

**I. Call to Order**

The Board of Police Commissioners of the City of Salem, Illinois met at 10:00 am on Friday, August 17, 2018 in the Council Chambers of Salem City Hall. The meeting was called to order by Chairman Randy Vogt in the presence of Commissioners Michael Phillips and Larry Kelly. Also present were Deputy Chief Susan Miller and Recording Secretary Bev Quinn. ..

**II. Approval of Minutes**

Minutes of the June 28, 2018 meeting were presented for action. ***Motion was made by Commissioner Phillips, seconded by Commissioner Kelly and approved by unanimous voice vote to approve the minutes as presented. Motion carried.***

**III. Communications**

Chairman Vogt indicated he has contacted both Health and Fitness and Salem Eye Clinic regarding testing for the new Patrolman Eligibility Register. Chairman Vogt indicated he also spoke with the Board's attorney, Mr. Broihier regarding a School Resource Officer. Mr. Broihier has indicated the Police Department would have to hire from within and the officer would have to be under department policies. Commissioner Kelly asked if Marion County could provide an officer. DC Miller responded that they could, although County officers cannot enforce city ordinances. Chairman Vogt recommended that the department make two or three officers available to serve as SRO, and be scheduled a few hours at a time to serve in that capacity. Commissioner Phillips indicated his grandchildren's school has a SRO, and it works very well. The problem for the Board is there is not a definite job description for the position in Salem. Chairman Vogt added that it would be difficult to find one person to fill that role full-time. Commissioner Kelly concurred, and indicated he can see using several officers to fill that role. Chairman Vogt added that there are specific training classes for officers in that position. DC Miller concurred, and indicated those classes are through the National Association of School Resource Officers.

Chairman Vogt indicated he discussed lateral transfers (from Department to Department) with Mr. Broihier, and the state statutes do accommodate these transfers. Vogt indicated applicants who are currently officers would still need to be tested and could be identified on the list with some notation regarding their status. Statutes also provide that any applicant who has been an officer for two or more years can be selected above the non-officer candidates. Commissioner Kelly asked if a vested officer with eight years of service gets hired as a lateral transfer, do they start at eight years on the pay scale. DC Miller responded that they start at the three-year rate, and rank does not transfer. Commissioner Phillips asked if the department could put an SRO in at the Sergeant level. DC Miller said they would not, as that would not work with the budget.

Chairman Vogt also noted that the Board needs to do a review and update of its Policy Manual, as this should be done every five years.

#### **IV. Unfinished Business**

Continued as part of new business.

#### **V. Executive Session**

***Motion was made by Commissioner Kelly, seconded by Commissioner Phillips and approved by unanimous voice vote to enter into Executive Session at 10:30 am for the purpose of discussing Personnel.*** DC Miller left the room.

Returned to open session at 10:58 am.

#### **VI. New Business**

##### **a) New Hire**

- . Chairman Vogt advised DC Miller that he needs to clear up a few things with Mr. Hanson regarding the current candidate's polygraph exam. If things are cleared up, the next step will be to schedule the psychological exam with Dr. Michael Bricker. DC Miller added that Dr. Bricker has indicated he can now do both the written and oral exams the same day. DC Miller asked if the Police Board will pay to put the candidate up in a hotel, since the exams are in Chicago. Consensus of the Board is that they will.

#### **VII. Adjournment**

As there was no further business to discuss, ***motion was made by Commissioner Kelly, seconded by Commissioner Phillips, and approved by unanimous voice vote to adjourn the meeting at 11:10 am. Motion carried.***

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**Michael Phillips, Secretary**  
**Board of Police Commissioners**  
*by Bev Quinn, Recording Secretary*

Date Minutes Approved by Board of Police Commissioners \_\_\_\_\_