



GURNEE CIVIL SERVICE COMMISSION

MEETING MINUTES

April 23, 2024

Present - Ty Bonds, Chairperson
Diane Summers, Secretary / Commissioner
Erika Weiman, Commissioner

Absent - None

Staff - Christine Palmieri, Director of Human Resources
Heather Galan, Director of Public Works

Public - None present

Meeting called to order at 7:00 pm by Chairperson Bonds

AYE: 3 Bonds, Summers, Weiman

NAY: 0

ABSENT: 0

Pledge of Allegiance – Chairperson Bonds led the Pledge of Allegiance.

Public Comment – None

Minutes –

Motion to approve January 24, 2024 Minutes: motion by Weiman, second by Summers; all Aye

Motion to approve Special Meeting Minutes – Open Session: January 11, 2024; January 16, 2024; January 17, 2024; February 12, 2024; February 13, 2024; February 20, 2024; February 21, 2024; March 12, 2024; March 13, 2024; March 14, 2024; March 19, 2024; March 26, 2024; March 28, 2024; April 3, 2024; April 4, 2024: motion by Summers, second by Weiman; all Aye

Motion to approve Special Meeting Minutes – Closed Session: January 11, 2024; January 16, 2024; January 17, 2024; February 12, 2024; February 13, 2024; February 20, 2024; February 21, 2024; March 12, 2024; March 13, 2024; March 14, 2024; March 19, 2024; March 26, 2024; March 28, 2024; April 3, 2024; April 4, 2024: motion by Summers, second by Weiman; all Aye

Bills - Motion to approve February 2024 bill from Franczek; motion by Summers, second by Weiman; all Aye

Executive Session – No items

New Business -

1. Notices of Vacancy; Commissioners acknowledged notice of vacancies in the Police Department due to voluntary separation; in the Fire Department due to retirement

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2. Certification / Non-Certification of Firefighter / Paramedic candidate(s) on October 2023 final eligibility list: Commissioners certified one candidate for continuation in the hiring process; all aye; list is now exhausted / expired
3. Certification / Non-Certification of Fire Lieutenant candidate(s) on May 2022 final promotional eligibility list; Commissioners certified one candidate for continuation in the hiring process; all aye
4. Certification / Non-Certification of Police Officer candidate(s) on August 2023 final eligibility list: Commissioners certified one candidate for continuation in the hiring process; Commissioners did not certify the continuation of four candidates and names will be removed from the eligibility list; all aye; list is now exhausted
5. Certification / Non-Certification of Police Officer candidate(s) on February 2024 final eligibility list: Commissioners did not certify the continuation of ten candidates and names will be removed from the eligibility list; all aye
6. Certification / Non-Certification of Maintenance Worker I candidate: Commissioners certified the continuation of one candidate in the hiring process; all aye
7. Discussion of Public Works hiring for Maintenance Worker I: Commissioners discussed review of the hiring process for Maintenance Worker I positions with Director of Public Works Heather Galan. After review of previous correspondence provided and discussion of hiring challenges, the Commission recommended and agreed with future recruitments based on division vacancy – either specifically Street or Utility; Commissioners express the desire to remain a part of the candidate review process and recommended future screening processes follow the Lateral Police Officer process – staff would recruit, interview, and screen the candidate, including background and medical; when fully vetted, interview summary and background review will be provided to the Commission and interview scheduled for final hiring confirmation. The Commission also approved only a quorum needs to be present for interviews. The Department expects possible vacancies in next few weeks – staff will follow the process as a trial and a future rules and regulations update will be brought forward to modify the Commission process once the new method is tested.

Commissioners also discussed topics for the May 21st meeting with Police and Fire Departments.

Commissioners were reminded of the Lateral Police Officer candidate scheduled for interview at 6:00 p.m. on May 21st

Confirmation of Next Meeting – May 21, 2024



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Adjournment - motion to adjourn by Weiman, second by Summers; all aye.

Meeting adjourned at 8:12 pm

Prepared by Christine Palmieri on behalf of

Diane Summers
Secretary, Civil Service Commission