

**Record of Meeting**  
**Fire and Police Commission**  
**Wednesday, February 8, 2017 - 5:30pm**  
**Village Hall - Room 123**

Present: Commissioners John Hedgemann and John Hedges; Chair Mas Takiguchi

Absent: None

Also Present: Village Manager Cara Pavlicek, Assistant Village Manager and HR Director Julia Scott-Valdez, Chief of Police Anthony Ambrose, HR Generalist Diana Farrera.

Call to Order: Chair Takiguchi called the meeting to order at 5:34 P.M.

Public Comment

There was no public comment.

Update on Police hiring process

Ms. Scott-Valdez gave an update on where the Police officer hiring process is. She indicated that there are between 150-160 candidates who applied, these numbers may change as the application period ends Friday February 10, 2017. Testing will take place on Saturday March 4, 2017 at the cafeteria at Oak Park & River Forest High School.

Background Checks

Ms. Scott-Valdez also discussed meeting with the Commissioners, Chief Ambrose and the Oak Park detective who conducts the background checks on candidates to go over these and answer questions before the interview process begins.

Chief Ambrose explained what the background check entails, criminal background check (Federal, State & Local), reference check & neighborhood check.

Police Officer Swearing-In Change

Ms. Valdez discussed a change in the swearing-in process; there will be a small swearing-in ceremony however a larger ceremony and are certified once officers complete their training at the academy.

Sergeants Promotional Process

Ms. Scott-Valdez discussed that communication with IOSolutions has begun for the Sergeants Promotional process, testing will be in September 2017. The main contact will be with Commander Erica Ramsay. They will have 90 days to study for the test.

Fire Promotional Process

Ms. Scott-Valdez advised that she will recommend working with IOSolutions on the promotional process.

Police Recruitment Strategies

Commissioner Hedgemann inquired about the recruitment efforts for Police officers. Ms. Scott-Valdez stated that she is looking to build a recruitment work plan that would reach a diverse population. Ms. Scott-Valdez will develop a survey for Oak Park Police officers that have been here for 5 years and under which will ask why and how they chose to become police officers, which will help in developing recruitment strategies.

Police Application Fee

Commissioners will consider for the next recruitment to reduce the application fee.

Adjournment

It was moved by Chair Mas Takiguchi and seconded by John Hedges to enter into Executive Session pursuant to 5 ILCS 120/2(c)(1) personnel. The motion was approved. Meeting adjourned at 6:32pm, Wednesday February 8, 2017.

Respectfully submitted,

Diana Ferrara  
Recording Secretary

Minutes Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair