



**CITY OF PROSPECT HEIGHTS
FIRE/POLICE COMMISSION
City Hall
8 North Elmhurst Road
Prospect Heights, IL 60070**

**REGULAR MEETING MINUTES
OF WEDNESDAY, December 26, 2018 at 4PM**

CALL TO ORDER - At 4:05 PM, Chairman Hoffman called to order the Regular Meeting of the Fire/Police Commission at City Hall, 8 North Elmhurst Road, Prospect Heights, IL 60070.

ROLL CALL - Deputy Clerk Schultheis called roll. A quorum was present.

COMMISSIONERS IN ATTENDANCE – Hoffman, Fiorito, Meyer

OTHER OFFICIALS PRESENT – Chief Steffen, Deputy Chief Zawlocki, Deputy Clerk Schultheis.

APPROVAL OF MINUTES

A. November 28, 2018 Regular Meeting Minutes

B. November 28, 2018 Executive Meeting Minutes – Commissioner Meyer moved to approve the November 28, 2018 Executive Meeting Minutes but not for public release and the November 28, 2018 Regular Meeting Minutes; seconded by Commissioner Fiorito. There was unanimous approval.

VOICE VOTE: All ayes, No Nays

Motion carried 3 – 0.

CLOSED SESSION – Personnel Matters – New Police Hires – At 4:06 PM, Commissioner Meyer moved to go into Executive Session to discuss Police Personnel regarding new hires; seconded by Chairman Hoffman. There was unanimous approval.

ROLL CALL VOTE:	AYES –	Hoffman, Meyer, Fiorito
	NAYS -	None
	ABSENT -	None

Motion carried 3- 0

RETURN TO OPEN SESSION - Action on Executive Items, if required - At 4:21 PM, the Commissioners returned to open session. A quorum was present.

OLD BUSINESS - None

NEW BUSINESS - Chief Steffen – said that he would be retiring from the Prospect Heights Police Department effective 12/28/2018. It was noted by the Fire Police Commissioners all congratulated Chief Steffen and applauded his service to the City since 1990.

Deputy Police Chief Zawlocki- said that the Police and Fire Departments had a raffle to collect money to for Christmas gifts and breakfast for seven needy families on December 23rd at the Fire Department.

- He said that there would be a farewell luncheon for Chief Steffen on Friday, December 28th at Noon at the Police Department.

- He noted that there will be a swearing in of Jim Zawlocki as the Police Chief, Mark Porlier as the Deputy Police Chief, and Jesus Duron as the new Sergeant on January 14, 2019 at 5:30 PM at the Gary Morava Center.

Chairman Hoffman moved to promote Jesus Duron to Sergeant; seconded by Commissioner Fiorito. There was unanimous approval.

ROLL CALL VOTE:	AYES –	Hoffman, Meyer, Fiorito
	NAYS -	None
	ABSENT -	None

Motion carried 3- 0

DEPARTMENTAL UPDATE - None

CORRESPONDENCE/COMMUNICATIONS - None

NEXT REGULAR MEETING – January 30, 2019 at City Hall Council Chambers, 8 North Elmhurst Road, Prospect Heights, IL 60070 at 4 PM - Commissioner Meyer may not be able to attend because of medical reasons.

ADJOURNMENT - At 4:34 PM; Commissioner Meyer moved to Adjourn; seconded by Commissioner Fiorito. There was unanimous approval.

VOICE VOTE: All ayes, No Nays

Motion carried 3 – 0.