

**Itasca Board of Fire and Police Commissioners**  
Meeting Minutes  
January 24, 2022

Call to Order: The meeting was called to order at 5:30 pm.

Roll Call: Chairman Ken Machynia, Commissioner Mike Blackburn, Commissioner Jeff Craven, Recording Secretary Cindy Sliwinski

**I.** Approval of minutes

- Minutes from the 12/14/21 meeting were reviewed. Mr. Craven motioned to approve the minutes. Mr. Blackburn seconded the motion. All were in favor. Motion approved.

**II.** Invoices presented for Commission Review

- Police Commission Attendance Compensation - \$800.00 for Ken Machynia and Jeff Craven and \$550.00 for Mike Blackburn for dates 2/8/21 – 12/14/21. Mr. Craven motioned to approve payment. Mr. Blackburn seconded. All were in favor. Motion Approved.
- COPS and FIRE Personnel Testing - \$450.00 for Kyle Zurek psychological 12/8/21. Mr. Craven motioned to approve payment. Mr. Blackburn seconded. All were in favor. Motion approved.
- Ms. Sliwinski to follow up on unpaid invoices for Police Consultants (#2019142 \$350.00) and IFPC (#02021 \$600.00).

**III.** New Officer Hiring

- Mr. Machynia stated that 11 candidates passed the written police officer test.
- Oral Interviews scheduled on February 17, 2022 at 6:00pm and 7:00pm. Mr. Craven motioned to approve the oral interview schedule. Mr. Blackburn seconded the motion. All were in favor. Motion approved. Ms. Sliwinski to send letters.
- A discussion was held regarding combining the oral interview letter with the preference points request letter. A letter will be sent to the candidates with the time of their oral interview and information to bring their written request for preference points to the oral interview or submit by mail by February 20, 2022.
- The police officer application was discussed. A motion was made by Mr. Blackburn to eliminate the Physician's Physical Agility Release Form from the application going forward. Mr. Craven seconded the motion. All were in favor. Motion approved. Ms. Sliwinski to make this change to the application.

**IV.** Next Regular Meeting – Tuesday, March 1, 2022 at 5:30pm in the Police Department Conference Room.

**V.** Adjournment – Mr. Machynia motioned to adjourn at 6:24pm. Mr. Craven seconded. All were in favor. Motion Approved.