

**Itasca Board of Fire and Police Commissioners**  
Meeting Minutes  
February 28, 2022

Call to Order: The meeting was called to order at 4:33 pm.

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

**I. Approval of minutes**

- Minutes from the 1/24/22 meeting were reviewed. Mr. Blackburn motioned to approve the minutes. Mr. Craven seconded the motion. All were in favor. Motion approved.

**II. Invoices presented for Commission Review**

- Ms. Sliwinski to follow up on unpaid invoices for 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.
- Police Consultants Inc. - \$1903.16.00 for written entry examination fee. Mr. Machynia motioned to approve payment. Mr. Craven seconded. All were in favor. Motion approved.
- Police Consultants Inc. - \$275.00 for multiple interview assessments. Mr. Machynia motioned to approve payment. Mr. Craven seconded. All were in favor. Motion approved.

**III. New Officer Hiring**

- Mr. Machynia stated nine candidates participated in the oral interviews and six passed. Written and oral results were totaled. A motion made to approve the Initial Eligibility List. Mr. Blackburn seconded. All were in favor. Motion Approved. Ms. Sliwinski to send letters to those candidates that failed the oral interview.
- Preference point submissions were reviewed, and points assigned to candidates. The Final Eligibility List was then created and reviewed. A motion was made to approve the Final Eligibility List dated 2/28/22 by Mr. Machynia. Mr. Blackburn seconded. All were in favor. Motion Approved.
- Mr. Machynia motioned to authorize Investigations to conduct backgrounds on the six candidates on the list. Mr. Blackburn seconded. All were in favor. Motion Approved.
- Mr. Machynia motioned to schedule a meeting for 3/9/22 to review backgrounds and approve candidates for polygraph. Mr. Blackburn seconded. All were in favor. Motion Approved.

**IV. Testing Services**

- Three potential testing services were discussed. Mr. Machynia to contact companies for further information and arrange presentations at an upcoming Police Commission meeting.

V. Adjournment – Mr. Blackburn motioned to adjourn at 5:21pm. Mr. Craven seconded. All were in favor. Motion Approved.