

# Antioch Police and Fire Commission

## Meeting Minutes

December 12, 2018

**I. Call to order**

A meeting of the Police and Fire Commission was called to order on December 12, 2018 at 12:00PM by Commissioner Jim Kinney at State Bank of The Lakes.

**II. Roll Call**

Antioch Police Commission conducted a roll call. The following persons were present: Jim Kinney, William Zeason and Jenny Olsen. Also in attendance was Antioch Police Chief Steve Huffman.

**III. Old Business**

**a. New Hire Testing**

**1. Certification of the Final Initial Hire List:** Commissioner Kinney presented the proposed final ranking for the top 12 candidates, established by averaging their scores from the written test and oral interview and then adding any applicable preference points. Commissioner Kinney then detailed a discussion he had with Stanard and Associates regarding the scoring methodology for the Oral Interview portion of the examination. It was determined from discussion with Lory Newcomb from Stanard & Associates that the scoring methodology for the oral interview is supported by Stanard & Associates and is consistent with the scoring of previously administered oral interviews scored by Stanard & Associates for the Antioch Police Commission. A motion was made by Commissioner Zeason and seconded by Commissioner Kinney to approve and certify the Initial Hire List with an effective date of December 12, 2018 to be in effect for 2 years. The motion passed unanimously.

Chief Huffman shared that the department is currently down 3 officers and notified the Commission that two spots were reserved at the Police Academy for January. Chief Huffman requested that the commission extend conditional offers of employment to the top two candidates on the Initial Hire List, and in addition to approve the extension of conditional offers of employment to candidates 3 and 4, if necessary because either or both Candidates 1 and 2 would decline the offer or not pass any pre-employment tests. The motion to offer conditional employment, subject to Psychology, Polygraph, Physical and Background testing, to Candidates 1 and 2 and if necessary, Candidates 3 and 4 was made by Commissioner Zeason and seconded by Commissioner Kinney. The motion passed unanimously.

**IV. Adjournment:** A motion was made by Commissioner Kinney and seconded by Commissioner Zeason to adjourn the meeting of the Antioch Police and Fire Commission at 12:11 PM.

Minutes submitted by: Jenny Olsen, Secretary, Antioch Police Commission

CC: Chairman Jim Kinney, Commissioner William Zeason, Commissioner Michael Volling