

**Sheriff's Merit Commission
Meeting Minutes
December 6, 2008**

The DeKalb County Merit Commission met on Saturday, December 6, 2008 at 7:30 a.m. for the purpose of conducting oral interviews for candidates testing for promotion to Sergeant in the Corrections Department.

The meeting convened in the Situation Room of the DeKalb County Public Safety Building. Commissioners Gene Lane, Bennetta Stearnes and Todd Walker were present. Also present at the meeting were: A Professional Panel of interviewers comprised of: Sheriff Duane Wirth of Boone County, Captain Wendy Kerwin of Ogle County Corrections and Supervisor Andrea Tack of Winnebago County Corrections. Also present: Sheriff Roger Scott Lt. Klein of DeKalb County.

The Deputies to be interviewed were: Suzanne Ballard, Naomi Faivre, and Jason Personette.

The interview process began at 8:15. The candidates were interviewed separately and were each allotted thirty minutes. Each candidate was given the same written project and allotted one hour for completion. Each candidate was assigned the same role play scenario and allotted twenty minutes of interaction with a professional actor who played the role of a problem employee.

The Commissioners and members of the Professional Panel broke for lunch at 12:15 and resumed the meeting for a discussion and ranking session after lunch. The Professional Panel of Assessors completed their ranking and departed leaving their input with the Commissioners.

The Commissioners discussed and gave their numerical score assessment of the candidates. Commissioners then made a final tabulation of scores for written and oral assessment. The Sheriff's merit points had been held in a sealed envelope until after the final tabulation, and were then added to each candidate's score. A final tabulation for each was made and the resultant rankings were given to the Sheriff.

The Secretary of the Board will convey a written copy of these final rankings to each member of the Commission which establishes a list effective immediately.

The meeting was adjourned at 2:15 p.m.

Bennetta Stearnes, Secretary