

**DeKalb County Sheriff's Merit Commission  
Meeting Minutes  
Monday, December 19, 2011  
5:00 P.M.**

**The Merit Commission met in the conference room of the Sheriff's Office in the DeKalb County Public Safety Building.**

**Commissioners present at the meeting were: Chairman Gene Lane, Vice Chairman Todd Walker and Secretary, Bennetta Stearnes. Also present was Sheriff Roger Scott.**

**Chairman Lane called the meeting to order at 5:05 p.m.**

**I. Minutes from the previous meeting held Nov. 1-17<sup>th</sup> had been previously reviewed by Commissioners. Chairman Lane called for approval of those minutes. Motion for approval was by Todd Walker, and seconded by Gene Lane. Unanimous voice vote for approval followed.**

**II. Testing Plans: Corrections/Patrol**

**A date of February 18<sup>th</sup> at 8:a.m. was agreed upon for the first date of this testing cycle. The NIU Recreation Center will be reserved for the Power Test.**

**We will have access to the weight rooms, indoor track and meeting area.**

**The written portion of this examination will be given on this same day to candidates who pass the Power Test directly following this portion of the examination at The DeKalb County Health Center Conference Room. Dates for the oral examinations to be given to successful candidates from these two tests will be announced later based on the number to be interviewed.**

**III. Testing Plans: Corrections Sgt.**

**Possible Dates: April 2<sup>nd</sup> 2012 at 5:00 p.m. for written examination and April 14, 2012 for Oral Examination. All testing needs to be completed by July 1, 2010.**

**This is being planned to add another Sgt.in the Corrections Division who will be assigned to the Court House. A current Deputy who qualifies through the promotional testing process will fill this position.**

**IV. The discussion of application fees centered on the cost to the Sheriff's Department for the tests for each applicant. Based on an average of all the costs to the Department for the tests it was the consensus of the Commissioners that the fee should be raised to reflect this average cost. Motion was made by Todd Walker and seconded by Bennetta Stearnes that the current fee for entry level testing for all Divisions be raised from \$20.00 to \$25.00. This motion was approved on a unanimous voice vote.**

**The discussion of waivers of the fee for applications centered on fairness to all. Based on this discussion a motion was made by Bennetta Stearnes, and seconded by Todd Walker that no waivers of the fee be granted except for Veterans, Active Duty**

**Military Personnel or others that may be mandated by statutes. This motion was approved on a unanimous voice vote.**

**V. There was a review of some of the questions on the application that entry level candidates must complete prior to testing. It was the consensus of the Commissioners that questions which refer to actions of a spouse should be eliminated. This includes the questions regarding “outstanding judgments” and “indebtedness or finances” of a spouse. A motion was made by Todd Walker and seconded by Bennetta Stearnes that those two references to “spouse” be removed from the application question. The motion was approved on a unanimous voice vote.**

**VI. There was a review of the current written document that is used for scoring during the interview/oral board process. Revisions need to be made to accomplish more continuity. Commissioners will review their current list of questions for each Division and also review some suggested questions obtained from other municipalities and formulate their questions for each Division. Questions will be relevant to the position being applied for. Commissioners will retain those questions that they currently ask if desired, but will update or add questions as appropriate. Each Commissioner can formulate a number of questions for each Division so they can be rotated after each testing cycle. Commissioners will also use follow-up questions during the interview process when necessary. No vote was taken on this but it was the consensus that each Commissioner would follow up with a review of the questions.**

**VII. Election of Officers: Bennetta Stearnes asked to be relieved of the position of Secretary. Slate of Officers presented based on this request:**

**Gene Lane—Chairman**

**Bennetta Stearnes—Vice Chairman**

**Todd Walker—Secretary**

**Chairman Lane called for election by acclamation. This slate was elected on a unanimous voice vote.**

**There was no further business.**

**Chairman Lane called for a motion to adjourn at 6:30. Bennetta Stearnes made the motion which was seconded by Todd Walker. On a unanimous voice vote the meeting was adjourned.**