

DeKalb County Sheriff's Merit Commission
Meeting Minutes
Tuesday, May 18, 2021
5:30 PM

The Merit Commission met in the Gathertorium at the DeKalb County Legislative Center.

I. Call to Order

Chairman Todd Walker called the meeting to order at 5:30 PM.

II. Roll Call

Commissioners present at the meeting were: Chairman Todd Walker, Commissioner Anita Turner, and Secretary Bryan Perry. Also present was Sheriff Roger Scott.

III. Approval of Agenda

Todd Walker called for the approval of the agenda. Anita Turner moved and Bryan Perry seconded. All voted Yes. Motion passed.

IV. Approval of Minutes

Minutes from the previous meeting held 04/12/2021 were reviewed by Commissioners. Chairman Todd Walker called for approval of those minutes. Motion for approval was made by Bryan Perry and seconded by Anita Turner. Motion passed.

Chairman Todd Walker called for approval of the executive session minutes from 04/12/2021. Motion for approval was made by Anita Turner and seconded by Bryan Perry.

V. Public Comment

Though it was an open public meeting, no audience was present.

VI. Correspondence

Sheriff presented one invoice in the amount of \$67.50 received from John Kelly which will be paid by the Merit Commission. Also presented was a letter from Lt. Carolyn Parnow who will be appointed to the position of Chief of Corrections on May 24th, 2021. Her letter verifies the Merit Commission rule Article II D.2. which states when an individual is tenured at a certain rank and is appointed Chief, that they shall be considered to be on extended leave of absence from his/her current named rank. Merit Commission acknowledged and approved Lt. Parnow's letter.

VII. Testing Review/Scheduling

One Communications candidate was unable to attend testing due to COVID quarantine. The commission agreed they would be allowed to reschedule at a later date and if they pass, to come before the commission to be certified.

It was discussed by the commission, the idea of testing more frequently for Communications by conducting the testing monthly. Taking those who pass to be put on a list for interviews at a later date. The commission has historically shown up for the in person written testing to validate the system but now that the testing has evolved to an automated system, the commission need not be present. This allows the flexibility to test more frequently. The testing would be \$150.00 to administer and then \$35.00 per person. Commission agreed this was a viable option for testing.

Sheriff Roger Scott asked the commission when they would be available for the next round of Corrections Testing. It was determined testing during the middle of July or early August (during the week) may work best for the commission.

VIII. **Lateral Transfer**

Sheriff Roger Scott requested authorization only should the need arise, to internally transfer a current Corrections Deputy Jake Simmons to the Communications Division based upon his service as a communications officer with Rochelle Police Department (2011-2013).

Chairman Todd Walker called for approval of the internal transfer. Motion for approval was made by Bryan Perry and seconded by Anita Turner. All were in favor. Motion passed.

Sheriff Roger Scott requested authorization for a lateral transfer of Amber Bennett to the Communications Division. Amber is a current Ogle County Corrections Deputy and currently on Ogle County's list for Telecommunicator. Anita Turner made the motion to approve the request. Bryan Perry seconded. All were in favor. Motion passed.

IX. **Old Business – None**

X. **New Business - None**

XI. **Adjournment**

With no further business to discuss Chairman Walker called for a motion to adjourn at 5:51 PM. Anita Turner made the motion which was seconded by Bryan Perry. On a unanimous voice vote, the meeting was adjourned.