

**DeKalb County Sheriff's Merit Commission**  
**Meeting Minutes**  
**Wednesday, September 27, 2023**  
**5:00 PM**

The Merit Commission met in the Sheriff's Conference Room at the DeKalb County Sheriff's Office.

**I. Call to Order**

Commissioner Todd Walker called the meeting to order at 5:01 PM Wednesday, September 27, 2023.

**II. Roll Call**

Commissioners present at the meeting were: Commissioners Todd Walker, Anita Turner and Van Bomar. Also present was Sheriff Andy Sullivan.

**III. Approval of Agenda**

Todd Walker called for a motion to approve the agenda. Anita Turner moved and Van Bomar seconded. All were in favor. No opposition. Agenda was approved.

**IV. Approval of Minutes**

Minutes from the previous meeting held 06/24/2023 were reviewed by Commissioners. Todd Walker called for approval of those minutes. Motion for approval was made by Van Bomar and seconded by Anita Turner. All were in favor. No opposition. The minutes from 06/24/23 were approved.

**V. Public Comment**

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

**VI. Correspondence**

No correspondence other than the commission mileage sheet.

**VII. Old Business**

Sheriff Sullivan advised the commission of the employees that have left the department since the last commission meeting. Those employees are: Sergeant Pete Hove retired 06/30/2023, Jason Mclean (Corrections) P/T July 2021/FT December 2021 and resigned July 2023. Kimberly Bohannon (Telecommunicator) a recent hire employed from 08/09/23-09/24/23. Kimberly Martin (Telecommunicator) was employed from 02/13/23 – September 2023. Alexis Tipescu (Telecommunicator) Left to go to DeKalb City Police Department but then did not make the academy so she has been rehired as a telecommunicator.

Since the last meeting we have also hired Daniel Popenhagen as a telecommunicator and he doing well. Sheriff Sullivan advised currently we have one opening in communications and we have one pending retirement in December (19<sup>th</sup>) (Traci Kaminski) which will create another opening.

In the Corrections division we have 2 current openings and one pending opening for an employee that will be leaving to go to another agency which is scheduled either in November or December. This employee is being hired by McHenry County for Patrol and the Academy starts possibly in December, so we are expecting the notice in November.

In Patrol we have one open position, detectives still have 3 open positions.

**VIII. New Business**

Sheriff Sullivan advised both the Corrections and Telecommunications lists have been exhausted, there is no one currently going through the background/psych or polygraph process. Hopefully after the interviews tonight we will have some new candidates to move forward in the process. We have also recently reposted the advertisement for telecommunicators on Indeed and have received some interest on that so we may have a need for more interviews in the future pending they complete their applications and written exams as required per the process.

**IX. Lateral Transfer Request**

Sheriff Sullivan advised he has one lateral transfer request for patrol. This patrol applicant has passed the background along with the psychological and polygraph exam. He is currently employed full time by the Spring Grove Police Department since April of 2017 and employed part-time by the Richmond Police Department since March of 2021 as a certified officer. He lives locally and is looking for a patrol opportunity closer to home. Sheriff Sullivan advised everything looks good with his application and had requested to hire him as a lateral patrol deputy pending the commission's approval. Chairman Todd Walker asked the commission if they were comfortable with the Sheriff's request for the lateral hire request. Anita Turner and Van Bomar were in agreement. Todd Walker made a motion to approve the Sheriff's Request for a lateral candidate. Van Bomar seconded. All were in favor, motion passed.

**X. Upcoming Promotional Testing**

Moved to Executive Session since this discusses the testing process.

**XI. Executive Session – Telecommunications Interviews**

Todd Walker asked for a motion to adjourn into executive session. Anita Turner made a motion to adjourn into executive session to discuss upcoming promotional testing and conduct Corrections/Telecommunications applicant interviews. Van Bomar seconded. All were in favor. The Motion was approved.

The interview process was concluded. With no other executive session matters to discuss, Anita Turner made the motion to return to regular session. Van Bomar seconded, no opposition, motion passed.

**XII. Adjournment**

The Commission reentered regular session and with no further business to discuss Commissioner Todd Walker called for a motion to adjourn. Van Bomar made the motion which was seconded by Anita Turner. All were in favor. There was no opposition, the meeting was adjourned.