

Champaign County Sheriff's Merit Commission

Tuesday, May 7, 2019 @ 3:00 p.m.

(Quarterly Meeting)

Sheriff's Conference Room – Champaign County Sheriff's Office
204 E. Main Street, Urbana, Illinois 61801

CHAIR: Michael Kirby

MEMBERS: Oliver J. Clark; Cindy Cunningham

AGENDA ITEM

I **Call to Order**

II **Approval of Minutes** – January 31, 2019

III **Public Participation**

IV **Action Items**

- NTN Testing discussion (continue with ongoing NTN Test; amend from 12 months to 90 days for an applicant to re-test after he/she previously tested)
- Certify external joint testing through Frontline w/City of Urbana (33 applicants tested/23 passed)

V **Other Business**

VI **Adjournment**

Champaign Co. Sheriff's Merit Commission
204 E. Main Street
Urbana, IL 61801-2702
217-384-1205

Giraldo Rosales
County Board Chair
Darlene Kloeppe
County Executive

**MERIT COMMISSION RESOLUTION 2018-1
TO ALLOW ONGOING TESTING FOR A
ONE-YEAR TRIAL PERIOD FOR LAW ENFORCEMENT
AND CORRECTIONAL OFFICERS**

The Merit Commission hereby approves ongoing testing for a trial period of one year beginning May 1, 2018. This testing will be by a vendor of the Sheriff's choice. Prior to May 1, 2019, the commission shall review this trial period and the testing results. It is the goal of the Sheriff and the Merit Commission to have a broader pool of applicants and to have more applicants currently looking for employment when the Sheriff's Office has vacancies.

This testing shall allow remote sites throughout the country and in Champaign County to test on an ongoing basis.

The Commission hereby sets the passing score on the entire test or portions of the test at whatever passing score(s) is recommended and validated by the test vendor.

The costs of any such individual testing shall be borne by the applicant.

The "program" cost shall be borne by the Merit Commission.

There shall be separate testing for a Law Enforcement Deputy and a Correctional Officer candidate.

The Sheriff may also choose to use this same testing mechanism at a fixed site in Champaign County for a group test (as is currently the practice) at the Sheriff's Merit Commission expense.

An applicant who passes this testing process shall be eligible for hire (Law Enforcement- i.e. a certified candidate under Article V. B. a. iv. AND Correctional Officer- i.e. a certified candidate under Article V. B. c. iv.) for up to 12 months after the test date.

There will be a changing list of passing test scores as applicants test and pass.

These certified applicants shall be in addition to the ones on the presently approved list which will expire May 31, 2019.

An applicant may re-test not sooner than 12 months after he/she previously tested.


Chair of Merit Commission

Date: APR 12 2018

ATTEST:


Teresa Schlein, Secretary
Champaign County Merit Commission

CHAMPAIGN COUNTY SHERIFF'S MERIT COMMISSION
Thursday, January 31, 2019 - Sheriff's Conference Room
204 E. Main Street, Urbana

MEMBERS PRESENT: Michael Kirby; Cindy Cunningham
OTHERS PRESENT: Sheriff Heuerman, Chief Deputy Barrett

CALL TO ORDER

Chair Kirby called the meeting to order at 3:01 p.m. Declaring a quorum present, the Chair proceeded with the meeting.

APPROVAL OF MINUTES

Chair Kirby made a motion to approve the minutes from the October 16, 2018 meeting; seconded by Commissioner Cunningham. Motion passed.

PUBLIC PARTICIPATION

Sheriff Heuerman checked the lobby of the Sheriff's Office - there was no public participation.

ACTION ITEMS/DISCUSSION

In accordance with the Champaign County Sheriff's Office Merit Commission Rules and Regulations, the Officers of the Commission shall be elected at a meeting every 24 months. Commission Cunningham nominated Michael Kirby to assume the Office of the Chair; Chair Kirby seconded; Chair Kirby nominated Commission Cunningham to serve as Vice-Chair; Commissioner Cunningham seconded; Chair Kirby nominated Commissioner Clark to serve as Secretary, Commissioner Cunningham seconded. All Officers as slated above were voted and approved.

Sheriff Heuerman advised the Commissioners he will be promoting a Sergeant to the Patrol Division. At that time, he asked the Commission to certify the list of applicants for the position of Lieutenant with the Law Enforcement Division. Secretary Schleinz did a roll call of the individuals who submitted their names to be considered for certification with entire list being certified (see attachment). Commissioner Cunningham made a motion to certify the entire list; seconded by Chair Kirby; motion passed. Chair Kirby advised Secretary to send letters to the certified Lieutenant applicants with his signature.

OTHER BUSINESS

Secretary Teresa Schleinz advised of the quarterly meetings required by the Merit Commission Rules; January, April, July and October 2020 (dates to be set/confirmed for each meeting closer to the months of each meeting).

ADJOURNMENT

Motion to adjourn the meeting by Commissioner Cunningham; seconded by Chair Kirby. The meeting adjourned at 3:10 p.m.

Respectfully submitted,
Teresa Schleinz
Teresa Schleinz/Merit Commission

**CHAMPAIGN COUNTY
SHERIFF MERIT COMMISSION**

Champaign County Sheriff's Office 204 East Main Street Urbana, IL 61801 (217) 384-1205

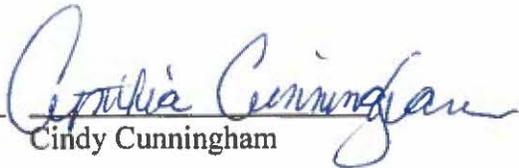
The Merit Commission met on January 31, 2019. The following is the list of applicants for the position of Lieutenant with the Law Enforcement Division. The individuals were certified by Chair Mike Kirby and Commissioner Cindy Cunningham (Commissioner Clark absent from meeting). This list will be current through January 31, 2021.

NAME	POSITION	CERTIFIED (Yes or No)
Chad Carlson	Lieutenant	yes
Andrew Good	Lieutenant	yes
Alicia Maxey	Lieutenant	yes
J.R. Meeker	Lieutenant	yes
Edward Moody	Lieutenant	yes
Dwayne Roelfs	Lieutenant	yes
David Sherrick	Lieutenant	yes

Committee Members Signatures:


Mike Kirby

Oliver J. Clark


Cindy Cunningham