

CITY OF OGLESBY

ORDINANCE NO. 1204-112122

**AN ORDINANCE ESTABLISHING A LATERAL HIRING POLICY FOR
APPOINTMENTS TO THE OGLESBY POLICE DEPARTMENT**

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF OGLESBY
THIS 21ST DAY OF NOVEMBER, 2022**

Published in pamphlet form by authority of the City Council of the City of Oglesby, LaSalle County, Illinois, this 22nd day of November, 2022.

STATE OF ILLINOIS)
) SS.
COUNTY OF LASALLE)

I, AMY EITUTIS, duly appointed and authorized Clerk of the City of Oglesby, LaSalle County, Illinois.

I further certify that on the 21st day of November, 2022, the corporate authorities of the above municipality passed and approved Ordinance No. 1204-112122, entitled "An Ordinance Establishing a Lateral Hiring Policy for Appointments to the Oglesby Police Department", which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 1204-112122, including the Ordinance and Coversheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building, commencing on the 22nd day of November, 2022, and continuing for at least ten days thereafter. Copies of the Ordinance were also available for public inspection upon request in the office of the City Clerk.

Dated in Oglesby, Illinois, this 21st day of November, 2022.





AMY EITUTIS, City Clerk

ORDINANCE NO. 1204-112122

AN ORDINANCE ESTABLISHING A LATERAL HIRING POLICY FOR APPOINTMENTS TO THE OGLESBY POLICE DEPARTMENT

WHEREAS, the Board of Fire and Police Commissioners of the City of Oglesby has amended its rules to establish a process for the lateral hiring of appointments to the Oglesby Police Department; and

WHEREAS, a copy of the Amendment to the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Oglesby so as to allow for the lateral appointment of officers to the Oglesby Police Department is attached hereto, marked "Exhibit A" and is incorporated herein by reference; and

WHEREAS, the City Council of the City of Oglesby desires to enact this Ordinance to formalize and establish a lateral hiring policy for appointments to the Oglesby Police Department as authorized by 65 ILCS 5/10-2.1-14

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Oglesby, LaSalle County, Illinois:

SECTION 1: Appointments and lateral transfers.

A. The Board of Fire and Police Commissioners of the City of Oglesby, LaSalle County, Illinois (hereinafter "Board") may consider and appoint to the City of Oglesby's Police Department an individual who is certified by the State of Illinois as a full or part-time police officer and who is currently employed as a full or part-time police officer in the State of Illinois. The Board may also consider and appoint to City of Oglesby's Police Department an individual who is certified by another state as a full-time police officer and whose training and experience qualifies him or

her to become certified in the State of Illinois upon authorization of the Illinois Law Enforcement Training and Standards Board. Police officers who meet the above criteria may, within the discretion of the Board, have the City's physical agility and/or written examination requirements waived by the Board.

B. The Board may require candidates for lateral entry into the City's Police Department to successfully complete the following steps.

1. Obtain an Application from the City's Police Department;
2. Return to the Board a completed Application with all necessary documents attached;
3. Pass an oral interview with the Board;
4. Pass a background investigation;
5. Pass a polygraph investigation;
6. Pass a psychological evaluation;
7. Pass a physical examination and drug test; and
8. Pass a second oral interview with the Board, if requested by the Board.

C. Additional mandatory requirements for all candidates for lateral entry into the City's Police department are as follows:

1. Candidate must be at least twenty-one (21) years of age;
2. Candidate must be a citizen of the United States of America;
3. Candidate must have one at least one (1) year of previous related police officer experience in good standing. Related police officer experience shall include a candidate who has a minimum of one (1) year of uniform patrol duty experience as a commissioned law enforcement officer and who is able to

provide valid evidence of the successful completion a police officer training program from a training academy certified by the appropriate state, federal or local regulatory or oversight agency and who must be able to obtain an Illinois State Certification. A candidate who has served as a military police officer, detention/correction officer, reserve officer or federal law enforcement officer will NOT be considered as having met the requirements for “previous related police officer experience”;

4. Candidate must be able to document satisfactory performance evaluations for the candidate’s last two (2) annual performance reviews and candidates are required to submit such satisfactory performance evaluations, letters of successful performance or equivalent information for each year of related experienced claimed and candidates are required to submit such documentation at the time of the filing of their Application (if the candidate’s prior law enforcement agency did not conduct performance evaluations, then evaluations will be sought during the background investigation prior to any employment offer);
5. Candidate must be able to perform basic, essential job functions for the position for which candidate is being considered;
6. Candidate must have the ability to speak, hear and understand ordinary speech and meet minimum physical, mental and medical standards;
7. Candidate must possess a valid driver’s license;
8. Candidate must meet such other requirements as established by the Board;
9. Candidate must fully disclose all personnel matters (to include agreements and sealed disciplinary files) as required by the Board;

10. Candidate must submit three (3) letters of recommendation;
11. Candidate must agree to comply with all requirements of the position for which candidate is being considered; and
12. Candidate must be less than forty-three (43) years of age.

D. In addition, each candidate shall furnish upon request, a copy of the following: a valid birth certificate for the candidate, a valid high school diploma or GED equivalent for the candidate, transcripts and diplomas of higher learning for the candidate, training certificates for the candidate, naval or military service board and discharge papers for the candidate, a resume for the candidate, documents confirming work experience for the candidate and employee evaluations for the candidate, if applicable.

E. The Board may advertise for lateral entry candidates periodically, as the need for police officers arise and the Board sees fit.

F. Any candidate who qualifies for lateral entry into the City's Police Department may be recommended by the Board for hire. If any candidate is deemed eligible and no position exists at that time of their application, their application may be retained by the Board for a period of time as established by the Board.

G. Any lateral entry candidate hired by the Board for the City's Police Department shall be hired at the patrol officer level with that candidate's seniority starting on the first working day of that candidate's employment with the City following that candidate being sworn in as member of the City's Police Department.

H. All lateral entry police officers hired by the Board are subject to the

probationary conditions established in the City's collective bargaining agreement with Fraternal Order of Police.

I. All lateral entry police officers shall be entitled to become a member of the City's Police Department pension program in compliance with the then applicable Illinois pension law and the City's City's collective bargaining agreement with Fraternal Order of Police.

J. All lateral entry police officers must reside within the geographic limits established in the City's collective bargaining agreement with the Fraternal Order of Police.

K. All applicants for lateral appointment shall be prescreened by the City's Chief of Police, or the Chief of Police's designee. Such prescreening shall consist of a structured interview, preliminary background investigation and an assessment of the applicant's skills, education and professional experience.

L. Upon completion of the prescreening process, the Chief of Police shall make recommendations to the Board based upon the applicant's qualifications and the requirements of the position sought. The Chief of Police shall provide a recommendation to the Commission only identifying the applicant as "highly qualified", "qualified" or "not qualified".

M. An oral interview of each applicant must be conducted by at least two (2) appointed Commissioners of the Board. Such Commissioners may invite the Chief of Police and or any Assistant/Deputy Chief of Police to be present during any such oral interview.

N. Following completion of its oral interviews, the Board shall prepare a

Lateral Appointment Eligibility List, to be also known as a "Secondary List". The candidate achieving the highest score from the Board shall appear at the top of the List. The remaining candidates shall appear on the List in descending order as defined by their scores from the Board. Any such Lateral Appointment Eligibility List shall be valid for a period of one (1) year from its establishment. When the City Council requests that the next lateral appointment candidate be brought forward, the Board will then complete that candidate's psychological examination, character and background investigations and pre-employment medical examination.

O. Any candidate for lateral employment may be required to submit to a power test. The power test may be administered either to one candidate individually, or to a group of candidates at the same time. Any such power test shall be graded on a pass/fail basis. Failure of any applicant to submit to or pass any such requested power test shall result in his or her removal from any further employment consideration.

P. Any candidate for lateral appointment, following notification at the discretion of the Board, shall submit to a "psychological examination" to be performed by a qualified and recognized examiner selected by the Board. Any such test is performed solely to determine a candidate's suitability for employment and shall be graded on a pass/fail basis. The Report of any successful candidate's psychological examination shall become a part of that candidate's personnel file. Failure of any candidate to submit to or pass any such psychological examination shall result in his or her removal from any further employment consideration.

Q. At the request of the Board, at any time during the application

process, the City's Police Department shall conduct a character and background investigation of any candidate for lateral appointment, the results of which shall be forwarded to the Board for evaluation. The Board, in its discretion, may elect to interview any candidate personally at any time during the application and evaluation process.

R. All candidates for lateral appointment must submit to a pre-employment medical physical to ascertain fitness for duty, which physical shall include both alcohol and drug screenings.

S, All candidates approved for lateral appointment must successfully complete the City's required probationary period.

SECTION 2: This Ordinance shall be in full force and effect from and after its passage, approval, and publication, as provided by law.

PRESENTED, PASSED AND ADOPTED at a regular meeting of the City Council of the City of Oglesby, LaSalle County, Illinois, by an aye and nay roll call vote, the 21st day of November, 2022, as follows:

TERRY EUTIS	<u> X </u> AYE; _____ NAY; _____ ABSENT; _____ PASS
JASON CURRAN	<u> X </u> AYE; _____ NAY; _____ ABSENT; _____ PASS
JAMES CULLINAN	<u> X </u> AYE; _____ NAY; _____ ABSENT; _____ PASS
THOMAS ARGUBRIGHT	<u> X </u> AYE; _____ NAY; _____ ABSENT; _____ PASS
DOMINIC RIVARA	<u> J </u> AYE; _____ NAY; _____ ABSENT; _____ PASS

APPROVED:

Dominic Rivara

DOMINIC RIVARA, Mayor

Amy Eitutis

AMY EITUTIS, City Clerk

EXHIBIT A

**AMENDMENT TO THE RULES AND REGULATIONS OF THE BOARD OF FIRE
AND POLICE COMMISSIONERS, CITY OF OGLESBY, ILLINOIS**

WHEREAS, it is the desire of the Board of Fire and Police Commissioners of the City of Oglesby, Illinois ("Board"), to amend its Rules and Regulations to establish a lateral hiring process for original appointments to the Police Department, as authorized by 65ILCS 5/10-2.1-14; and

WHEREAS, the Board finds that it is in the best interests of the residents of the City of Oglesby and the general public to establish a lateral hiring process for original appointments to the Police Department, as authorized by 65 ILCS 5/10-2.1-14, In order to facilitate the hiring of experienced police officers by the City of Oglesby; and

WHEREAS, the amendments to the Rules and Regulations of the Board provided for herein shall take effect 10 days after publication of a Public Notice of Rule Amendments, substantially in the form of **EXHIBIT A** attached hereto, in a newspaper published in the City of Oglesby, or, if no newspaper is published

therein, then in a newspaper with a general circulation within the City of Oglesby, as required by 65 ILCS 5/10-2.1-5;

NOW THEREFORE, pursuant to the authority referenced above, Chapter III of the Rules and Regulations of the Board are hereby amended by creating new Section 9.1, to read in its entirety as follows:

Secondary List
Add as Section 12 (Chap. III)

“As provided for within 65 ILCS 5/10-2.1-14 of the Board of Fire and Police Commissioners Act, the commission may, at its discretion, prepare and keep a “Secondary List” of applicants all of whom have successfully completed their basic law enforcement training and have been so certified by the Illinois Law Enforcement Training and Standards Board and who, at the time of application, been employed as a full-time sworn law enforcement officer, for a minimum of 24 months, of a regular police department in any municipal, county, university, or State law enforcement agency. Applicants, for a position on a “Secondary List” shall be required to successfully pass a written/oral examination. The examination shall be based upon a scale of 1 to 100 percent, if any, to be set by the vendor providing said examination and announced by the commission prior to the conduct of the examination. Notice of the examination will be provided as set forth in Section 2 of this Chapter. An applicant’s position upon a “Secondary List” shall be based upon the applicant’s final written score and oral interview plus an award of preference points as noted above in Section 4 of this Chapter. At the time a vacancy is declared for an original appointment to a police officer’s position, the commission shall have the option to fill said vacancy from its Original Eligibility List or from the Secondary List. Prior to an offer of conditional appointment applicants may be required to undergo a polygraph examination and thorough background check as set forth in these rules. If successful, the commission shall make a conditional offer of employment subject to successful completion of an in-depth psychological examination and a thorough medical examination as provided for within these rules. Applicants appointed from a Secondary List shall serve on a probationary basis as set forth in Section 12.b) above.”

Exams shall be graded as follows:
Written Exam- 65%
Oral Exam- 35%

EXHIBIT A

PUBLIC NOTICE

PLEASE TAKE NOTICE that on _____, 2022, the Board of Fire and Police Commissioners of the City of Oglesby, Illinois adopted an amendment to Chapter III, "Examinations - Original Appointments", of their Rules and Regulations, creating new Section 9.1, entitled "Lateral Entry for Police", which establishes a lateral hiring process for police officers in the City of Oglesby, as authorized by 65ILCS 5/10-2.1-14. Copies of the amendment are available from the Board of Fire and Police Commissioners of the City of Oglesby, Illinois. This amendment shall be effective ten (10) days after the date of this public notice.

IN WITNESS WHEREOF I have sent my hand this ___ day of _____, 2022.

Chairman
Board of Fire and Police Commissioners
City of Oglesby, Illinois

