

**ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD
4500 South 6th Street Road, Room 173, Springfield, IL 62703-6617**

**MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
Holiday Inn Joliet Southwest
1471 Rock Creek Boulevard, Joliet, Illinois
September 11, 2019**

I. CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

The September 11, 2019 meeting of the Executive Committee was called to order at 3:09 p.m. by Chairman Gleason. Roll was called by Ellen Petty, and a quorum of voting members was established.

Members in attendance:

Tim Gleason
Valerie Salmons
Richard Watson
Pat Hartshorn

Members absent:

John Schlaf

Staff in attendance:

Brent Fischer
John Keigher
Ellen Petty

Others in attendance:

None

II. APPROVAL OF MINUTES

March 13, 2019

Motion was made by Watson, seconded by Hartshorn, and carried by all members present to approve the minutes from the March 13, 2019 meeting.

III. UNFINISHED BUSINESS

- A. Update on New Building
 - 1. New Office Potential
 - 2. Purchase vs. Lease

Director Fischer gave a brief update on his efforts to try to find new office space. When the Board was moved into its current location ten years ago, it was supposed to be on a temporary basis. Staff has worked with CMS and Procurement, both of whom agree that due to the change in the law last year, the Board can own and lease property without having to adhere to the CMS rules and guidelines that apply to most other Boards and

agencies. We have a building in mind just down the road that we would like to purchase, but we keep hitting hurdles with the administration and the budgeting process. Fischer indicated that he would like the Committee's official approval to continue to pursue this project, so that he can share the Board's commitment to the project in any future meetings he may have with the administration.

If we go with a lease option, there won't be considerable cost savings, but we would have more space and a much more suitable and secure professional facility. If we go with a purchase option, we have proven that we could see \$100,000 to \$125,000 a year in savings, which could then be reinvested into training.

Motion was made by Salmons, seconded by Watson, and carried by all members present to continue pursuing and reviewing all available options for a new office facility, including purchase.

B. Director's 2019 Evaluation

Chairman Gleason asked for a motion to go into closed session to discuss Director Fischer's annual performance evaluation.

Motion was made by Watson, seconded by Salmons, and carried by a unanimous roll call vote to enter closed session at 3:14 p.m. to discuss the Executive Director's evaluation and review previous closed session minutes pursuant to Section 2-c-1 and 21 of the Open Meetings Act.

The meeting was closed and all guests were asked to step out of the room.

Motion was made by Watson, seconded by Salmons, and carried by a unanimous roll call vote to go back into open session at 3:41 p.m.

Gleason thanked Fischer for his excellent performance and everything he has done, stating that he enjoys working with him. He went on to explain that Fischer is very close to being maxed out in his salary, being only 2.55% away from the top figure, but that the Committee wanted to approve a 3% salary increase so that when the top salary limit is increased, the additional increase could be implemented automatically. Hartshorn and Salmons also shared that they feel that Fischer is doing a fantastic job, as is indicated by the vast majority of the discussion being about how to give him a bigger increase. She does want to ask that he not lose his focus on finding another location for the Board's administrative offices. Watson commented that Fischer is doing all of the things that should have been done by the Directors in years past.

Motion was made by Watson, seconded by Hartshorn, and carried by all members present to approve a pay increase of 3% for Director Fischer, based upon his performance review.

C. Review of Closed Minutes

Motion was made by Watson, seconded by Hartshorn, and carried by all members present to keep all closed minutes closed.

IV. NEW BUSINESS

There was no new business.

V. ADJOURNMENT

Motion was made by Watson, seconded by Hartshorn, and carried by all members present to adjourn the meeting at 3:45 p.m.

