

VLLAGE OF ROUND LAKE

STATE OF ILLNOIS

RULES AND REGULATIONS

OF THE BOARD OF

FIRE AND POLICE COMMISSIONERS

**RULES AND REGULATIONS
OF THE
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OF THE
VILLAGE OF ROUND LAKE, ILLINOIS**

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**RULES AND REGULATIONS
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As adopted and amended by the Board of Fire and Police Commissioners of the Village of Round Lake, Illinois, on August 19, 2021 effective September 7, 2021. All prior Rules and Regulations issued by the Board are hereby rescinded.

1. ADMINISTRATION

1.1 SOURCE OF AUTHORITY

The Board of Fire and Police Commissioners of the Village of Round Lake, Illinois, derives its power and authority from an Act of the General Assembly entitled, "Division 2.1 Board of and Police Commissioners", of Chapter 65 of the Illinois Compiled Statutes.

1.2 DEFINITIONS

- A. Act: The Illinois Board of Fire and Police Commissioners Act, 65 ILCS 5/10-2.1-1 et seq.
- B. Board/Commission: The Board of the Fire and Police Commissioners of the Village.
- C. Board of Trustees: The Board of Trustees of the Village.
- D. Chief: The Chief of the Round Lake Police Department.
- E. Officer/Member: Any person holding a permanent, sworn office in the Police Department, except the Police Chief, the Deputy Chief of Police, and Commanders.
- F. Police Department: The Police Department of the Village.
- G. Rules: The Rules and Regulations of the Board.
- H. Secretary: The Secretary of the Board or a person designated in writing by the Secretary to perform some or all of the administrative and clerical duties of the Secretary.
- I. Village: The Village of Round Lake, Illinois.

The masculine noun or pronoun includes the feminine. The singular includes the plural, and the plural the singular.

1.3 OFFICERS OF BOARD AND THEIR DUTIES

The Board shall annually, on the first meeting in May, elect a Chairman and a Secretary. They shall hold office until the end of the fiscal year of the municipality and until their successors are duly elected and qualified. The Chairman shall be the presiding officer at all meetings. The Secretary shall keep the Minutes of all meetings of the Board in a permanent record book, and/or otherwise stored as permitted by law. The Secretary shall be the custodian of all the forms, papers, books, records and completed examinations of the Board.

1.4 MEETINGS

- a) Regular meetings shall be held quarterly. Notice shall be posted and meetings shall be open to the public in accordance with the Illinois Open Meetings Act, 5 ILCS 120/1 et seq.
- b) Special meetings shall be open, notice thereof to be posted forty-eight (48) hours prior to convening, called by the filing of a notice in writing with the Secretary of the Board and signed

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either by the Chairman of the Board or any two members thereof. This notice shall contain a brief statement of business to be submitted for the consideration of the Board at such special meetings, and shall set forth the time and place of such special meeting, and no other business shall be considered at such special meeting unless by unanimous consent of the Board.

- c) During any regular or special meeting, a closed session may be held upon a proper motion made by any single member of the Board for the purpose of discussing personnel. Closed sessions may be limited to Board members and such invited persons as the Board may deem necessary. The Secretary will record the motion to close the meeting, record the roll call vote of the members on said motion and keep minutes of the closed session. An audio or video record of each closed session will be maintained by the Secretary of the Board and, after a minimum of eighteen months, shall be disposed of in accordance with the provisions of the Open Meetings Act.
- d) Public notice of any regularly scheduled or special meeting shall be held in accordance with the Open Meetings Act, Illinois Compiled Statutes, Chapter 5, §§120/1-120/5.
- e) If a member is unable to be physically present at a meeting of the Board, whether it be for health related reasons, the need to conduct personal business or the business of the Board, or due to a personal or family emergency, that member may attend and participate at a Board meeting by telephonic or other electronic means provided that a quorum of the Board's members are physically present at the meeting and vote to approve the attendance of the missing member(s) by way of telephonic or other electronic means. The minutes of the meeting shall reflect, by name, those members of the Board who are physically present as well as those attending by telephonic or other electronic means. Notice that a board member will be in attendance and participating at a Board meeting, not in person but electronically, shall be provided to the Board's recording secretary or the municipal clerk at least 48 hours prior to the scheduled meeting.
- f) Open or closed meetings may be conducted by audio or video conference, without the physical presence of a quorum of the members, so long as conditions are met according to the Illinois Open Meetings Act, 5 ILCS 120/7 (e).

1.5 QUORUM

A majority of the members of the Board shall constitute a quorum for the conduct of all business.

1.6 ORDER OF BUSINESS

The order of business at any meeting shall be:

- a) Call to order
- b) Roll call

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- c) Public comments
- d) Approval of the minutes
- e) New business
- f) Unfinished business
- g) Executive session
- h) Adjournment

1.7 PROCEDURE

When these Rules are silent, the parliamentary procedures prescribed in Roberts Rules of Order shall be followed, so far as applicable. Motions may be made and seconded verbally by any member of the Board and shall be recorded in the minutes together with the action taken thereon.

1.8 ANNUAL REPORT AND BUDGET REQUEST

The Board shall submit an Annual Report of its activities as required by §5/10-2.1-19 of the Board of Fire and Police Commissioners Act, and a Budget Request for the ensuing year, as required by local ordinance and the aforementioned §5/10-2.1-19.

2. APPLICATIONS

2.1 RESIDENCE

An applicant for examination must be a citizen of the United States.

2.2 APPLICATION BLANKS

Applications for position shall be filed upon blank forms furnished by the Commission or its designated representative, and applicants must comply with the requirements of said form in every respect. The application must be filed with the Commission prior to taking an examination.

Every applicant must be of good moral character, of temperate habits, of sound health, and must be physically able to perform the duties of the position applied for. The burden of establishing these facts rests upon the applicant.

The applicant shall furnish with his application a copy of his Birth Certificate, High School Diploma or G.E.D. Certificate, Military Service Record and Discharge Papers, Social Security Card and copy of his College or University Degree(s) if applicable.

A false statement knowingly made by a person in an application for examination, connivance in any false statement made in any certificate which may accompany such application, or complicity in any fraud touching the same, shall be regarded as good cause for exclusion from the examination.

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2.3 DISQUALIFICATION

The Commission may refuse to examine an applicant, or after examination, certify him/her as eligible, or after certification as eligible, refuse to retain on the Register of Eligibles any applicant:

1. Who is found lacking in any of the established preliminary requirements for the service for which he or she applies.
2. Who is physically unable to perform the duties of the position to which he or she seeks appointment.
3. Who is addicted to the use of intoxicating beverages or is found to have taken or used drugs and/or narcotics illegally.
4. has been convicted of a felony or any misdemeanor involving moral turpitude, as specified in §5/10-2.10-6 of the Board of Police Commissioners Act.
5. Who has been dismissed from any public service for good cause.
6. Who has attempted to practice any deception or fraud in his or her application.
7. Who may be found disqualified in personal qualifications or health.
8. Whose character and employment references are unsatisfactory.
9. Who does not possess a high school education or its equivalent.
10. Who has applied for a position of a police officer and is or has been classified by his or her Local Selective Service Draft Board as a conscientious objector.
11. Who does not possess a valid Driver's License.
12. Who is not eligible for a FOID card.

Any applicant, or eligible deemed disqualified hereunder, shall be notified by the Board.

2.4 DEFECTIVE APPLICATIONS

Defective applications shall be returned to the applicant for correction, provided the applicant is qualified for the position sought.

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2.5 AGE REQUIREMENTS

Applicants shall be under 35 years of age, at the time of application and at such time as the final eligibility list is posted, unless exempt from such age limitation as provided in Section 5/10-2.1-6 of the and Police Commissioner's Act. Applicants, at such time as they file their application with this board, must be 21 years of age. Proof of birth date will be required at time of application.

2.6 NOTICE OF ACCEPTANCE

The Secretary will notify all applicants whose applications have been accepted by the Board to be present for orientation and subsequent examination with proof of a valid Peace Officer Wellness Evaluation Report Power Test (P.O.W.E.R.) identification card issued to the applicant.

2.7 RELEASE OF LIABILITY

All applicants shall execute and deliver to the Board any requested waivers, release of liability, and release of information necessary to allow the Board to complete all elements of the examination, on forms approved by the Board.

2.8 DISCLAIMER OF APPLICANT INTEREST

Neither the filing of an application, nor the acceptance of an application, nor an applicant's satisfaction of the general or special qualifications for filing an application or being admitted to an examination, nor anything else in these Rules, shall be construed as creating any vested property, or other right or interest in any person to apply for, be examined for, or be appointed to any position in the Department.

3. EXAMINATIONS - ORIGINAL APPOINTMENT

3.1 NOTICE OF EXAMINATIONS

Examinations shall be held on the dates fixed by the Board and advertised in a local paper in accordance with the Statutes of the State of Illinois. Examinations may be postponed, however, by order of the Commission, which order shall state the reason for such postponement and shall designate a new date for said examination. Applicants shall be notified of the postponement of any examination and of the new date fixed for said examination.

3.2 EXAMINATIONS

The Board shall call examinations to fill vacancies in the class of service in which vacancies are liable to occur. A call for such examination shall be entered in the Minutes of the Board and shall include a statement of:

- a) The time and place where such examination will be held.

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- b) The location where applications may be obtained and the date by which applications must be returned to the Board.
- c) The position to be filled from the resulting eligibility list.

3.3 TYPE OF EXAMINATIONS

Applicants must attend the orientation sponsored by the Board. In addition, applicants may be required to participate in a physical aptitude test, written and oral examination as determined by the Board and as more particularly set forth in 4 below. No examination shall contain questions regarding an applicant's political or religious opinions or affiliations.

3.4 MINIMUM GRADE

The following examinations may be conducted by the Board. The sequence of testing may vary at the discretion of the Board. Failure to achieve the minimum passing grade in any examination disqualifies the applicant from any further participation.

<u>Examinations</u>	<u>% of Total Grade</u>	<u>Minimum Passing</u>
Orientation	-	Attendance Mandatory
Physical Aptitude Test	-	**
Written Test	60%	*
Oral Test (Interview)	40%	*
Polygraph Examination	-	Pass or Fail
Background Investigation	-	Pass or Fail

Conditional Offer of Employment

Psychological Examination	Pass or Fail
Medical Examination	Pass or Fail

* To be announced by the Board prior to conducting the examination and may vary based upon the examination or the testing agency used by the Board.

** Physical Aptitude Test may be given for demonstration purposes.

Note: To any person who is entitled to military, educational or law enforcement preference points whose name appears on the register of eligibles, the Board shall add five (5) points, (Sections 5/0-2.1-8 and 5/10-2.1-9) upon request of applicant. Such preference points shall not be cumulative.

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3.5 ELEMENT DESCRIPTIONS AND PROCEDURES; DEFERRAL

- A. Orientation. All applicants for an entry level position shall attend an orientation scheduled by the Board and conducted by persons designated by the Police Chief. The failure to attend the orientation shall constitute failure of this examination element.

- B. Physical Aptitude Test. All applicants for an entry level position who have successfully passed all prior elements of the examination **may be required to submit to** a physical aptitude test to be conducted and graded by persons determined by the Board.

- C. Written Test. All applicants for an entry level position who have successfully passed all prior elements of the examination shall submit themselves for a written test.
 - 1. Procedure. The written test for an entry level position shall be conducted and graded by two or more commissioners or by a testing agency or service designated by the Board, in a room or rooms designated by the Board for that purpose.
 - 2. Finality. All test papers are the property of the Board and any entity assisting the Board with the test. Grading of the test by the Board shall be final, conclusive, and not subject to review by any other board or tribunal of any kind or description.

- D. Oral Test. All applicants for an entry level position who have successfully passed all prior elements of the examination shall submit themselves for an oral test.
 - 1. Procedure. The oral test of each applicant shall be conducted by two or more commissioners, and if desired by the Board, a test facilitator. At the end of the test of each applicant, the examiners may discuss the merits of that applicant. Each examiner shall individually grade the applicant. The applicant's final grade, which shall be computed only after the test has been administered to all applicants, shall be the average of all the examiners' grades.
 - 2. Subjects of Oral Test. Applicants shall be asked questions that will enable the examiners to properly evaluate and grade them on maturity, communication skills, judgment, leadership ability, managerial ability, appearance, demeanor, emotional stability, self-confidence, friendliness, interest in the position, personal fitness for the position, and such other matters as are pertinent to the proper review and analysis of an applicant. Each applicant for a particular examination shall be asked questions in similar areas of inquiry so that the examiners can satisfactorily compare the merits of the applicants.

- E. Any applicant for original appointment to the Police Department of the Village of Round Lake, Illinois, may be required to submit to a Polygraph Device Deceptive Test, commonly known as a Lie Detector Test, at such time and place as the Board may designate. Such test shall be given without expense to the applicant. Failure of the applicant to take or successfully complete

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such test shall disqualify him to enter upon the duties of the office for which the application for examination was filed.

- F. **Background Investigation.** The Department shall conduct a detailed character and background check of each applicant for an entry level position who has successfully passed all prior elements of the examination. The check may review, for each applicant, the applicant's employment history, references, educational background, credit history, litigation history, military record, driving record, neighborhood and community standing and service, and such other data and information pertinent to a proper review and analyses of the applicants. The check may be re-administered at any time after an initial eligibility list or a register of eligibles is posted if the Board determines that passage of time or other circumstance warrant such re-administration.
- G. **Psychological Test.** When directed by the Board, each applicant for an entry level position who has successfully passed all prior elements of the examination shall submit to a psychological test to be given by a qualified examiner selected by the Board. The test shall be designed and administered solely to determine an applicant's suitability and fitness for the position for which he or she is applying. The examiner shall prepare and submit a report of examination to the Board for its evaluation. The Board shall determine, based on such report, whether the applicant passed the test, whether additional psychological testing is necessary, or whether the applicant failed the test.
- H. **Medical Test.** When directed by the Board, each applicant for an entry level position who has successfully passed all prior elements of the examination shall submit to a medical test, including without limitation a vision test and drug screening, by a licensed physician designated by the Board. The test shall be designed and administered for the purpose of determining fitness for and physical ability to perform, all of the duties of the position sought. A medical test must be completed not earlier than 180 days prior to the date of appointment. A positive result on a confirmatory drug screening test shall be a sufficient basis for a determination by the Board that an applicant has failed the medical test. At any point in the examination process, an applicant may be requested to submit evidence of vision sufficient to meet the standards of the Department to which he or she is applying or to submit to a vision examination to determine if his or her vision meets such standards. Each applicant shall be responsible for advising the Board of any changes in his or her physical condition subsequent to the medical test. The Board may, at its discretion, require an applicant to submit to a follow-up medical test prior to appointment to a position.
- I. **Deferral.** All examination elements after administration of the written test and oral test may be deferred by the Board for all applicants until the board receives notice from the Police Chief that a vacancy exists in the entry level rank. In the event of such deferral, all applicants who have successfully completed all examination elements that have been administered shall be ranked on the Initial Eligibility Lists and shall be integrated into the Register of Eligibles

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subject to the condition that they successfully complete each deferred element of the examination at such time as it is administered. When the Board receives notice of a vacancy from the Police Chief, the Board shall administer the deferred examination elements to the highest-ranking applicant(s) who still qualify to remain on the Register of Eligibles and as is necessary to fill the anticipated vacancy.

3.6 INITIAL ELIGIBILITY REGISTER

- a) The Commissioners will prepare an "Initial Eligibility Register" of the candidates successfully completing the orientation, written test, oral test and physical aptitude test (if required). Candidates shall be placed on the eligibility list in order of their relative excellence as determined by their test scores.

The candidates will be listed in order of excellence based on their final score.

This register is subject to change with the addition of any claimed preference points as prescribed in 5/10-2.1-8 and 5/10-2.1-9(a) of the Act.

- b) A dated copy of the Initial Eligibility Register shall be sent to each person appearing thereon.

Candidates who are eligible for veteran, educational or law enforcement certification preference points shall make a claim in writing with proof thereof within ten (10) days after the date of the eligibility list or such claim shall be deemed waived.

3.7 FINAL ELIGIBILITY REGISTER

- a) The Commissioners will prepare a "Final Eligibility Register" which shall include claimed preference points. In the event of a tie score, the placement of the tied candidates' names on the eligibility list shall be determined by lot, in the presence of a quorum of the Board in whatever manner the Board deems appropriate.
- b) A dated copy of the Final Eligibility Register shall be sent to each person appearing thereon. This copy shall include the date of expiration of the register two (2) years hence.
- c) Applicants shall be appointed from the eligibility list in descending order. Notwithstanding anything to the contrary contained within these rules and regulations, the Board may, at its discretion choose to appoint an applicant who has been awarded a certificate attesting to his or her successful completion of the Minimum Standards Basic Law Enforcement Training Course as provided in the Illinois Police Training Act, and is currently serving as a law enforcement officer on a part-time or full-time basis within the State of Illinois, ahead of non-certified applicants.

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- d) Appointment from this Final Eligibility Register is subject to satisfactorily passing a Polygraph Examination, In-Depth Psychological Examination, Background Investigation and a thorough Medical Examination (which may include a test of the applicant's vision, hearing, for the presence of communicable diseases, as well as a test to screen for the use of drugs and/or narcotics). Unless otherwise exempt, applicants must be under 35 years of age at such time as the final eligibility list is posted.

3.8 REMOVAL OF NAMES FROM REGISTER OF ELIGIBLES

The Secretary shall strike from either the conditional Register of Eligibles or the final Register of Eligibles for an entry level rank the name of:

- a) any applicant who may be disqualified pursuant to any provision of these Rules; and
- b) any applicant who has been on the Register of Eligibles for more than two years after the initial posting of such Register, regardless of when all examination elements have been administered and regardless of whether that Register of Eligibles has been integrated with new applicants; and
- c) any applicant who ceases to meet the qualifications for the rank to be filled from that Register of Eligibles.

3.9 PROBATIONARY APPOINTMENT

- a) All vacancies in the Police Department shall be filled by individuals from the Final Eligibility Register in the order in which their names appear on the Register and having met all requirements previously listed. Pursuant to Section 3.7 c) above, the Board may choose to appoint certified applicants ahead of non-certified applicants.
- b) All original appointments to the police department shall be for a minimum probationary period of eighteen (18) months. The probationary period of a newly appointed police officer shall commence as of the first date said individual reports for work with the department.
- c) Any person whose name appears on the Final Eligibility Register may decline appointment. It shall be the option of the Board to strike from or maintain upon the Register the name of such candidate without otherwise altering the candidate's original position on the Final Eligibility Register.
- d) Probationary employees may be summarily dismissed by the Board and are not entitled to the protection afforded to other full-time officers by statute or these rules.
- e) Any person's probationary period may be extended by the Board for a period of not more than six months on the recommendation of the Chief of Police. The chief's recommendation must describe the basis for the proposed extension and any necessary actions recommended and for

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which the extended probationary time period is required. The Chief's recommendation must be provided to the person whose probationary period is recommended for extension prior to the expiration of the person's initial probationary period.

- f) During any probationary period, the probationary appointee shall be deemed not to have any vested, property, or other right or interest in his or her employment with the Village, and nothing in this Section or in any other provision of these Rules shall be construed or applied to create any such right or interest.
- g) During his or her probationary period, an appointee may be dismissed at any time by the Board, without prior notice or hearing, on the recommendation of the Police Chief stating that, in the chief's opinion, it is not in the best interest of the Department to continue the employment of the probationary appointee. Such recommendation shall include a report setting forth the Chief's evaluation of the appointee and the circumstances of the recommendation. Such report shall be confidential and need not be made available to the appointee. The decision of the Board shall be final.
- h) The provisions of Chapter VII of these Rules shall not apply to the dismissal or suspension of a probationary appointee. Nothing in this Subsection H shall be construed to alter the application of, or to limit the effect of, the provisions of the Uniform Peace Officers' disciplinary Act 50 ILCS 725/1 et seq., when applicable to the investigation of misconduct of any peace officer.

3.10 CERTIFICATION

Final certification of probationary Police Officers shall be subject to successful completion of the Basic Training Course, as mandated by the State of Illinois, within the prescribed probationary period. Inability to successfully complete this course shall be grounds for dismissal.

4. LATERAL ENTRY

4.1 AUTHORITY

In accordance with Illinois Compiled Statutes of Chapter 65, 5/10-2.1, the Board may waive portions of the required examination for police applicants who have previously been full-time sworn officers in any municipal, county, university, or State law enforcement agency, for at least two years with their respective agency, provided they are certified by the Illinois Law Enforcement Training and Standards Board.

4.2 APPLICATION

Applications for lateral entry positions shall be filed upon forms furnished by the Village of Round Lake, and applicants must comply with the requirements of said form. All applicants shall execute and deliver to the Board any requested waivers, release of liability, and release of information necessary to allow the Board to complete all elements of the examination, on forms provided by the Board. Neither the filing of

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an application, nor the acceptance of an application, nor an applicant's satisfaction of the qualifications for filing an application or being admitted to an examination, nor anything else in these Rules, shall be construed as creating any vested, property, or other right or interest in any person to apply for, be examined for, or be appointed to any position in the Department.

Applicants for later entry shall have been awarded a certificate attesting to their successful completion of the Minimum Standards Basic Law Enforcement Training Course, as provided in the Illinois Police Training Act. Every applicant must be of good moral character, of temperate habits, of sound health, and must be physically able to perform the essential job functions of the position applied for. Applicants must speak and understand English language sufficient to discharge the duties of police officer for the Village of Round Lake. The burden of establishing the foregoing, or any other relevant facts, rests upon the applicant.

The applicant shall furnish with their application a copy of their birth certificate, High School Diploma or G.E.D. Certificate, a copy of their certificate attesting to their successful completion of the Minimum Standards Basic Law Enforcement Training Course, as provided in the Illinois Police Training Act. If applicable, the applicant shall furnish any Military Service Records, including Discharge Paper (DD Form 214), and certified copies of any degree(s) from an accredited college or university.

Any false statement, misrepresentation, or omission, knowingly made by a person in an application for examination, connivance in any false statement made in any certificate, which may accompany such application or complicity in any fraud touching the same, shall be regarded as good cause for exclusion from the examination and bar to employment.

4.3 DISQUALIFICATION

The Board may refuse to examine a lateral entry applicant or, after examination, to certify him as eligible pursuant to Chapter II Section 2.3.

4.4 DEFECTIVE APPLICATIONS

Applications shall not be rejected for minor omissions or deficiencies. Defective applications must be corrected by the applicant, provided the applicant is not otherwise disqualified.

4.5 AGE REQUIREMENTS

In accordance with Illinois Compiled Statutes of Chapter 65, 5/10-2.1-6, age limitations do not apply to lateral entry applicants.

4.6 NOTICE

At the time of their application, candidates for lateral entry shall be informed in writing of all elements of the lateral entry selection process, and that the lateral entry application process is open and continuous.

4.7 PRE-SELECTION PROCESS

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Upon the request of the Chief of Police and approval of the Board, appointments to the position of Police Officer may be made through lateral appointment. The Pre-Selection Process for lateral appointment includes a pre-screening of the applicant and an oral interview, at the convenience of the Board.

Whenever practicable, all Commissioners shall participate in the oral interview; however, in no event shall less than a majority of the Commissioners conduct the oral interview. Questions asked of the candidate shall enable the Commissioners to properly evaluate and grade the candidate on speech, alertness, ability to communicate, judgment, emotional stability, self-confidence, social skill, and general fitness for the position. On completion of each oral interview, the Commissioners will grade the candidate using the traits listed above.

Each phase of the Pre-Selection Process is pass/fail and required to proceed.

4.8 LATERAL ELIGIBILITY LIST

The Board will maintain a separate list of lateral entry candidates based on their relative qualifications following the oral interview. This list will be maintained indefinitely, in parallel to the eligibility list of candidates identified in Chapter III, however no candidate will maintain eligibility on any eligibility list for a period greater than two years.

The Board will automatically add preference points to a lateral entry candidate's score prior to placement on the eligibility list.

A dated copy of the lateral entry eligibility list will be sent to each person appearing thereon. When candidates are added to or stricken from the eligibility list, copies of the updated list will be sent to each person appearing on the list.

4.9 PREFERENCE POINTS

In accordance with Illinois Compiled Statutes of Chapter 65, 5/10-2.1-8 and 5/10-2.1-9, any applicant who qualifies, or is otherwise entitled to military or educational preference points shall be awarded five (5) points to their final grade average. The statutes further state that the preference points awarded under this section shall not be cumulative.

4.10 SELECTION

When the Board receives a written request for appointment of a probationary police officer made by the Chief of Police, with approval of the Village Administrator, applicants may be chosen from either Eligibility List in accordance with these rules.

Following an in-depth background investigation of a lateral entry candidate, a conditional offer of employment may be extended. Lateral entry candidates must pass a psychological examination and a thorough medical examination (which shall include a drug screen and tests of the candidate's vision and hearing). Candidates may also be required to submit to and pass a Polygraph Device Deceptive Test, commonly known as a Lie Detector Test, at such time and place as the Board may designate. Such

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examinations shall be without expense to the candidate and will be administered, scored, evaluated, and interpreted in a uniform manner. No examinations shall contain questions regarding a candidate's political or religious opinions or affiliations.

The Board may also conduct a final oral interview for the purpose of discussing any matters bearing on the candidate's character, background, or fitness for the position of police officer.

The Board may strike from either list of eligibles, any candidate who fails to meet the standards set forth for original entry. In addition, any person who is found to have made false representation in any document or examination or who aids in committing such fraud, to gain a position on the list, shall be stricken from the list of eligibles.

4.11 PROFESSIONAL EXAMINATIONS AND TESTS

Psychological Examination – Each lateral applicant for original appointment shall submit to a psychological examination by such psychologist or psychiatrist as the Board may designate. Failure of the applicant to take or successfully complete such test shall eliminate him/her from further consideration.

Polygraph Examination – Any lateral applicant for original appointment to the Police Department of the Village of Round Lake, Illinois, may be requested to submit to a polygraph examination at such time and place as the Board may designate. Failure of the applicant to take or successfully complete such test shall disqualify him/her for the position of police officer. The results of the polygraph examination shall not be singularly used to disqualify a candidate; however, they may be used to assist in focusing further background checks or in conjunction with other pre or post-test interviews, together with other information or lack of information to support decisions relevant to employment status.

Drug Screen – Any lateral applicant for original appointment to the Police Department of the Village of Round Lake, Illinois, shall be required to pass a drug screening test to establish the applicant's fitness to perform the duties of police officer. Said drug screening test shall be arranged for by the Board. Failure to pass the drug screening test shall disqualify an applicant from appointment and the applicant's name shall be stricken from the eligibility list.

Medical Examinations – All medical examinations shall be performed by a licensed physician. If a candidate is found to be physically unable to perform any essential function of the job as a police officer, he or she shall be stricken from the eligibility list.

4.12 PROBATIONARY APPOINTMENT

All original appointments of lateral entry applicants to the police department shall be for a minimum probationary period of eighteen (18) months. The probationary period of a newly appointed lateral entry police officer shall commence as of the first date said individual reports for work with the department.

Probationary employees may be summarily dismissed and are not entitled to the protection afforded to non-probationary officers by statute, these rules, or Collective Bargaining Agreement.

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5. PROMOTIONAL EXAMINATIONS

5.1 GENERAL

The Board, by its rules, shall provide for promotion in the Police Department on the basis of ascertained merit and seniority in service and examination, and shall provide in all cases, where it is practicable, that vacancies shall be filled by promotion. All examinations for promotion shall be competitive among such members of the next lower rank as desire to submit to examination. Officers shall be in good standing (specifically not on probationary status at the time of testing) and have completed at least 24 months of continuous full time police experience in order to be eligible for testing.

All promotions shall be made from the three (3) individuals having the highest rating, and where there are less than three (3) names on the promotional eligibility register, as originally posted, or remaining thereon after appointments have been made therefrom, appointments to fill existing vacancies shall be made from those names or the name remaining on the promotional register. The method of examination and the rules governing examinations for promotion are specified below. The Board shall strike off the names of candidates for promotional appointment after they have remained thereon for more than three (3) years, provided there is no vacancy existing which can be filled from the promotional register. For the purpose of determining that a vacancy exists, the Board must have received notice from the appropriate corporate authorities to fill an existing vacancy prior to the date the name(s) are to be stricken from a promotional eligibility register.

- a) The final Promotional Examination score shall be determined as follows:

Written Test Score	60%**
Oral Test Score	40%

* **In order to move on to the oral test, a passing score of 70% must be attained on the written exam.

Department Merit and Efficiency Rating

The score is determined through review of the candidate's most recent Employee Performance Evaluation. The points assigned for each competency rating is as follows:

High Performer:	10 pts.
Contributor/Valued Performer:	5 pts.
Unacceptable/Needs Improvement:	0 pts.

The department merit and efficiency rating is determined by taking the average of all the rated competencies. In the event that an Employee Performance Evaluation has not been completed for the candidate, the candidate is assigned 5 pts.

Maximum of 10 points added to total weighted test score. i.e. a perfect written test score and oral test score plus maximum department merit and efficiency rating = 110.

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1 point per year of service, or part thereof of full time service on the Round Lake Police Department as a sworn full time officer up to a maximum of five (5) points. i.e. a perfect written test score and oral test score plus maximum department merit rating and 5 years of service = 115.

Military Preference Points concerning Promotional examinations

65 ILCS 5/10-2.1-11) Upon request of the candidate, the board of fire and police commissioners shall give preference for promotional appointment to persons designated in 65 ILCS 5/10-2.1-10 whose names appear on promotional eligibility registers by adding to the final grade average which they will receive as a result of any promotional examination 7/10 of one point for each 6 months or fraction thereof of military or naval service not exceeding 30 months. The numerical result thus attained shall be applied by the board of fire and police commissioners in determining the position of such persons on any eligibility list as the result of any promotional examination held for purposes of preference in certification and appointment from such eligibility list. No person shall receive the preference for a promotional appointment granted by this Division 2.1 after he (or she) has received one promotion from an eligibility list on which he (or she) was allowed such preference.

- b) In the event no candidate from the immediate next lower rank qualifies for promotion, the Board in determining next in order of rank in promotional examinations herewith determines a policy of extending the examination successively through all the orders of rank in the services in an endeavor to qualify suitable eligibles for the vacancy, before extending the examination to the general public.

5.2 NOTICE OF EXAMINATIONS

- a) Examinations shall be held on the dates fixed by the Board.
- b) Notice of time and place of every examination, unless waived in accordance with Section 5/10-2.1-13 of the Act, shall be given by the Board by publication at least two weeks before the examination in a prominent place in the police department.

5.3 EXAMINATION ELEMENTS

- A. Written Test. All applicants for placement on a promotional eligibility roster who have successfully passed all prior elements of the examination shall submit themselves for a written test.
 - 1. Procedure. The written test for placement on a promotional eligibility roster shall be conducted and graded by two or more commissioners, by a testing agency or service designated by the Board, or by independent persons as assigned by the Board in a room or rooms designated by the Board for that purpose.

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2. All test papers are the property of the Board and any entity assisting the Board with the test, and the grading thereof by the Board shall be final and conclusive and not subject to review by any other board or tribunal of any kind or description.
 3. A minimum score of 70% is required to pass and move on to oral tests.
- B. Oral Test. All candidates for a promotional position who have successfully passed all prior elements of the examination shall submit themselves for an oral test.
1. Procedure. The oral test of each candidate shall be conducted by two or more commissioners, and if desired by the Board, a test facilitator and/or subject matter experts. At the end of the test of each candidate, the examiners may discuss the merits of that applicant. Each examiner (all parties in attendance on behalf of the board including the board) shall individually grade the candidate. The candidate's final grade, which shall be computed only after the test has been administered to all candidates, shall be the average of all the examiners' grades.
 2. Subjects of Oral Test. Candidates shall be asked questions that will enable the examiners to properly evaluate and grade them on maturity, communications skills, judgment, leadership ability, managerial ability, appearance, demeanor, emotional stability, self-confidence, friendliness, interest in the position, personal fitness for the position, and such other matters as are pertinent to the proper review and analysis of an applicant. Each candidate for a particular examination shall be asked questions in similar areas of inquiry so that the examiners can satisfactorily compare the merits of the candidates.

5.4 SPECIAL STANDARDS

- a) The Board may set particular standards for eligibility for a promotional position if the Board determines that such position requires special qualifications.
- b) Each application shall include a review of the personnel records for the applicant for up to five years preceding the date of the application.
- c) If no written request is made by the applicant, then the preliminary finding of disqualification shall be deemed confirmed five days after the date of notice.
- d) No candidate shall be precluded from continuing in the application and testing process so long as his or her right to review under this Subsection has not been exhausted by either the passage of time or a decision of the Board.

5.5 RELEASE OF LIABILITY

In consideration of being admitted to the examination process, each candidate shall execute and deliver to the Board a release of all liability as a result of participating in the examinations, and all waivers and releases of information necessary to allow the Board to complete all elements of the examinations, on forms prescribed by the Board.

5.6 ADMISSION TO EXAMINATION

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No person shall knowingly be admitted to an examination who does not meet the minimum qualifications fixed for the position sought. The fact that a person is admitted to any examination shall not be considered as evidence that he or she is qualified or eligible for said position.

5.7 DISCLAIMER OF APPLICANT INTEREST

Neither the filing of an application, nor the acceptance of an application, nor an applicant's satisfaction of the general or special qualifications for filing an application or being admitted to an examination, or anything else in these Rules shall be construed as creating any vested, property, or other right or interest in any person to apply for, be examined for, or be appointed to any position in the Department.

5.8 TOTAL SCORE

A Candidate's total score shall consist of the combined scores of the merit/efficiency rating, written examination, oral examination, plus seniority points and, if qualified and claimed, veteran's preference points. Candidates shall take rank upon a promotional eligibility register in the order of their relative standing, as determined by their total score. In the event of a tie score, the placement of the tied candidates' names on the eligibility list shall be determined by lot, in the presence of a quorum of the Board, in whatever manner the Board deems appropriate. The Board Secretary shall be vested with the responsibility of security of all promotional examinations and materials.

All test papers and scores are the property of the Board and any entity assisting the Board, and the grading thereof by the Board, or any entity assisting the Board, shall be final and conclusive and not subject to review by any other board or tribunal of any kind or description. The name of any person failing the examination need not be posted, published, or disclosed by the Board except to such person.

All promotional eligibility lists shall be posted as a public record with the Village Clerk. The eligibility list shall be prepared and posted within sixty (60) days after all phases of the examination are concluded. The date of posting shall be placed on the list, as well as the date the list was compiled.

An applicant desiring to review and/or appeal the results of any examination must submit a written request to the Board Secretary within ten (10) business days of the receipt of the results of said examination.

5.9 PROMOTIONAL VACANCY

Upon notice from the Chief of Police that a promotional vacancy exists, the Board shall select the individual to be promoted in the manner specified in Section 1 of this Chapter V.

5.10 TEMPORARY APPOINTMENTS

The Board, at the request of the Board of Trustees and without complying with the provisions of these Rules otherwise applicable to appointments, shall make temporary appointments to the Department to prevent a stoppage of public business, to meet extraordinary situations, or to prevent the material impairment of the Department's ability to carry out its functions. Such temporary appointments shall not

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be made to exceed 60 days and no person shall receive such a temporary appointment more than twice in any calendar year. 65 ILCS 5/10-2.1-16.

5.11 PROMOTIONAL EXAMINATION SUMMARY

1. Board receives notice of need for promotional register.
2. Board announces test dates and schedule.
3. Study materials made available.
4. Eligible applicants submit in writing to the board their desire to test.
5. Written test administered per the posted schedule.
6. Applicants are notified of test results in writing.
7. Applicants with a score of 70% or better scheduled for Oral Examination in compliance with the schedule set forth by the Board.
8. Oral Test administered.
9. Merit and seniority points are added to combined written and oral scores.
10. Veteran's preference points applied.
11. Promotional list is posted, applicants notified.

6. ORDER OF RANK, CLASSIFICATION AND OATH OF OFFICE

6.1 RANK

The order of rank in the Police Department shall be as provided by ordinance and municipal budget.

6.2 CLASSIFICATION

The Board classifies such offices in the police department for the purpose of establishing and maintaining standards of examinations and promotions based upon job descriptions and departmental regulations.

6.3 OATH OF OFFICE

Before entering duty any person about to become a member of the Police Department shall take the following oath, before any person authorized to administer oaths in the State of Illinois:

“I, _____, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of _____ according to the best of my ability.

Signed _____

Subscribed and sworn to before me this _____ day of _____, 20 ____.

Notary Public.”

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He shall enter into such bond in such amount as prescribed by the Ordinance.

7. HEARING OF CHARGES, REMOVALS, SUSPENSIONS & DISCHARGES

7.1 HEARING OF CHARGES

- a) Hearings before the Board are not common law proceedings. The provisions of the "Code of Civil Procedure" do not apply to hearings before the Board.
- b) "Counsel" as used herein means: One who has been admitted to the bar as an attorney-at-law in this state.
- c) "Cause" as used herein means: Some substantial shortcoming on the part of a member of the Department that renders his or her continued employment in the Department in some way detrimental to the discipline and efficiency of the public service rendered by the Department and something that the law and sound public opinion recognize as cause for the member to no longer occupy his or her position. Without in any manner limiting the foregoing, "cause" shall include but not be limited to the following:
 - 1. The existence of, or discovery of, any fact that would have required disqualification from original appointment; or
 - 2. Non-disclosure of any fact that, if disclosed, would have constituted a ground for disqualification from original appointment; or
 - 3. The making of a false statement, oral or written, of a material fact in connection with original appointment that could have substantially affected the decision to appoint the applicant; or
 - 4. Any act or occurrence, after appointment, that would have required disqualification from original appointment or that could have constituted cause for disqualification from original appointment; or
 - 5. Any violation of any federal, state, or municipal law affecting the member's ability or qualifications to continue in the performance of his or her duties; or
 - 6. Incompetence, nonfeasance, misfeasance, or malfeasance in office; or
 - 7. Failure to maintain required certifications or licenses for the position held; or
 - 8. Violation of a rule or regulation of the Department.
- d) "Charge" as used herein means: A written statement alleging cause against the respondent for suspension or removal or discharge under this chapter.
- e) No rehearing, reconsideration, modification, vacation, or alteration of a decision of the Board shall be allowed.
- f) The complainant or appellant initiating any proceedings which call for a hearing before the Board shall have the burden of proof to establish by a preponderance of the evidence that cause for discipline exists or that a suspension, previously imposed by the Chief of the Police

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Department, is unwarranted. Should the question of a crime be involved, the rule of "reasonable doubt" shall not control.

- g) The phrase "preponderance of evidence" is defined as the greater weight of the evidence, that is to say, it rests with that evidence which, when fairly considered produces the stronger impression, and has a greater weight, and is more convincing as to its truth when weighed against the evidence in opposition thereto.
- h) All hearings shall be public, in accordance with the Open Meetings Act.
- i) At the time and place of hearing, both parties may, at their own expense, be represented by counsel if they so desire.
- j) All witnesses shall be sworn prior to testifying and the matter will be decided by the Board solely on evidence presented at the hearings.
- k) The Board will first hear the witnesses either substantiating the charges which have been made against the respondent, or in support of an appeal brought by a suspended police officer. Thereafter the other party may present and examine those witnesses whom he desires the Board to hear. All parties shall have the right to cross-examine witnesses presented by the opposite party.

7.2 HEARING PROCEDURE

- a) **COMPLAINTS:** In all cases, written complaints shall be filed in quadruplicate, setting forth a plain and concise statement of the facts upon which the complaint is based.
- b) **PROBABLE CAUSE:** The Board shall have the right to determine whether there is or is not probable cause for hearing a complaint and may conduct such informal hearings as may be necessary for such purpose.
- c) **NOTIFICATION OF HEARING:** Upon the filing of a complaint in quadruplicate with the secretary of the Board, and the determination by the Board of probable cause for entertaining said complaint, the Secretary of the Board shall notify both the complainant and respondent, either by registered or certified mail, return receipt requested, or personally, of the time and place of the hearing of the charges contained in the Complaint. The respondent shall also be served with a copy of the complaint, and if an Order of Suspension Pending a Hearing is entered by the Board, the respondent, the complainant, the Chief of the Department, and the finance officer of the Village of Round Lake shall be notified of the entry of such Order of Suspension Pending a Hearing, and be served either personally or by registered or certified mail, return receipt requested, with a copy of such Order.
- d) **CONTINUANCES** The matter of granting or refusing to grant a continuance of a hearing is within the discretion of the Board.

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- e) **STIPULATIONS:** Parties may, on their own behalf, or by Counsel, stipulate and agree in writing, or on the record, as to evidentiary guilt. The facts so stipulated shall be considered as evidence in the proceeding.

In the event a respondent has been suspended pending a hearing and desires a continuance, it shall also be stipulated and agreed that in the event said respondent is to be retained in his position as the result of a decision of the Board following a hearing of the cause, then no compensation shall be paid to said respondent during the period of said continuance.

- f) **RECORD OF PROCEEDINGS:** All proceedings before the Board during the conduct of a hearing shall be recorded by a court reporter to be employed by the Board. The records of all hearings will not be transcribed by the court reporter unless requested to do so by the Board or any of the parties appearing before the Board. Such transcript may be written on the request of the Board or any party, at the expense of the person making the request.
- g) **SUFFICIENCY OF CHARGES - OBJECTIONS TO:** Motions or objections to the sufficiency of written charges must be filed or made prior to or at the hearing before the board.

7.3 SUBPOENAS

- a) Any party to an administrative hearing may, at any time before the hearing, make application to the Board by filing with it a written request for subpoenas for any individual to appear for a hearing or have them produce books, papers, records, accounts and other documents as may be deemed by the Board to be relevant to the hearing. On the filing of such application, subpoenas will be issued for the named persons. Subpoenas may be served by any person 21 years of age or older designated by the party requesting the subpoenas. The Board may take an adverse inference from a refusal to comply with such subpoenas, and may consider the adverse inference in addition to other evidence. Application for subpoenas should contain the names and addresses of the individuals to be subpoenaed, and the identity of any documents which they are to produce. Subpoenas will not be issued for anyone residing outside of the State of Illinois.
- b) Any request for continuance by reason of inability to serve subpoenas shall be filed in the office of the Board at least three (3) days before the date set for such hearing, provided, however, that the Board in its discretion may waive this rule.

7.4 SERVICE

All papers required by these Rules and Regulations to be served shall be delivered personally to the party designated or mailed, by United States mail in an envelope properly addressed with postage prepaid, to the designated party at his last known residence as reflected by the complaint filed with the Board, except as herein otherwise provided. Proof of service of any paper may be made by the certification of any person so mailing the paper or delivering the same to the designated party personally, or by filing a return receipt

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showing that a paper was mailed, by either registered or certified mail, return receipt requested, to a party's address where it was received by a named party.

7.5 FILING

All papers may be filed with the Board by mailing them or delivering them personally to the Secretary of the Board at the Village of Round Lake, Illinois. For the purpose of these Rules and Regulations, the filing date of any paper shall be the date it was received in the Board's office, in the event the paper is delivered personally or by messenger. In the event a paper is forwarded by mail, then the filing date shall be the date which is postmarked on the envelope of such paper, if legible, or otherwise by certificate of service accompanying said filing.

7.6 FORMS OF PAPER

- a) All papers filed in any proceeding shall be typewritten or printed and shall be on one side of the paper only.
- b) If typewritten, the lines shall be double spaced, except that long quotations may be single spaced and indented.
- c) All papers shall be not larger than 8-1/2" by 11" with inside margins of not less than one inch.
- d) The original of all papers filed shall be signed in ink by the party filing the paper or by an officer, agent, or attorney thereof and copies thereof provided the opposing party or his counsel.
- e) If papers are filed by an attorney, his/her name, address, phone number, and electronic mail address shall appear thereon.

7.7 COMPUTATION OF TIME

The time within which any act under these Rules is to be done shall be computed by excluding the first day and including the last, unless the last day is Saturday, Sunday, or is a holiday as defined or fixed in any statute now or hereafter in force in the State, and then it shall also be excluded. If the day succeeding such Saturday, Sunday, or holiday is also a Saturday, Sunday, or holiday, then such succeeding day shall also be excluded.

7.8 SUSPENSION

- a) The Board may suspend any member of the Police Department against whom charges have been referred, pending a hearing of the charges by the Board, but not to exceed thirty (30) days, without pay, at any one time.

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- b) The Chief of the Police Department shall have the right to suspend any officer under his command for a period not to exceed five (5) days, providing no charges on the same offense have been filed and are pending before the Board, and he shall notify the Board in writing within 24 hours of the time of such suspension. Any police officer so suspended may appeal to the Board for a review of the suspension within **five (5) calendar days** after such suspension by filing notice of such appeal in writing with the Secretary of the Board of Fire and Police Commissioners. A hearing shall be had upon such appeal, and due notice given to the Chief of the Department who suspended such officer, and to the officer so suspended. The burden of establishing that a suspension is unwarranted shall be upon the individual bringing the appeal.
- c) Upon such appeal, the Board may sustain the action of the Chief of the Department, may reverse it with instructions that the officer so suspended receive his pay for the period involved, may suspend the officer for a period of not more than 30 days, or discharge him, depending on the evidence presented.

7.9 DISCHARGE OR SUSPENSION AFTER HEARING

- a) Discharge from office, or suspension from service in the Police Department shall be in compliance with the **Board of Fire and Police Commissioners** Act of the State of Illinois, being Division 2, Sections 5/10-2.1-1 through 5/10-2.1-31, inclusive, of Chapter 65 of the Illinois Compiled Statutes (ILCS).
- b) The Board shall, within a reasonable time after the hearing is completed, enter its findings on the records of the Board.

7.10 VOLUNTARY DEMOTION

Any member of the Police Department may request a demotion to a lower rank, subject to the approval of the Board. Demotion shall result in a reduction in compensation to a rate not exceeding the maximum rate of such lower rank.

7.11 DATE OF HEARING

The time for the hearing of charges shall be set by the Board, within thirty (30) days of the time of the filing of such charges. Continuances may be granted from time to time upon motion of any party to the proceeding by order of the board. This time limitation is not applicable to hearings conducted to review suspension of five (5) days or less imposed by a Chief of the department on one of its members.

7.12 FINDINGS AND DECISION

In case any member of the Police Department shall be found guilty of the charges referred against him after a hearing by the Board, he may be removed, discharged, or suspended for a period not exceeding thirty (30) days, without pay. Upon an appeal, the Board may sustain the action of the Chief, may reverse

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it in whole or in part, may suspend the officer for an additional period of not more than thirty (30) days, or may discharge him/her depending on the facts presented.

The findings and decision of the Board, following a hearing of charges, shall be preserved by the Secretary, and notice of said finding and decision sent to the officer involved and the Chief of Police for enforcement. If the finding or decision is that an officer is guilty of charges investigated, and removal or discharge is ordered, such order of removal or discharge shall become effective forthwith. (See Section 9 of this Chapter VII).

7.13 RULES - CONFLICT

The personnel of the Police Department shall be governed by the Rules as adopted by the Board and the Regulations of the Police Department as adopted by ordinance. In case of conflict, the Rules of the Board shall govern.

7.14 VIOLATION OF RULES

All members of the Police Department shall be subject to the regulations of such Department, and the Rules of the Board, and a violation of such rules or regulations may be cause for filing of charges before the Board, a subsequent hearing and action by the Board on such charges.

7.15 VIOLATION OF LAW

Any violation of federal, state, or municipal law by any member of the Police Department of such municipality, may be cause for the filing of charges against said police officer, except as herein otherwise provided.

7.16 APPLICABILITY TO PROBATIONARY EMPLOYEES

The provisions of this Chapter VII do not apply to Department personnel who are on probation pursuant to these Rules.

8. GENERAL

8.1 OTHER POWERS

The Board shall have such other Powers and Duties as are given it by the Statutes of the State of Illinois or by ordinance.

8.2 CONFLICT

Any Chapter, Sections and/or Subsections of the foregoing Rules for the operation of the Board that are in conflict with the Statutes of the State of Illinois, or with any amendments thereto that may hereafter be

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enacted, are null and void. This, however, does not invalidate any other Chapters, Sections and/or Subsections of said Rules.

8.3 SEVERABILITY

The provisions of these Rules shall be severable in accordance with the following rules:

1. Conflict: If any provision of these Rules is rendered invalid pursuant to these Rules, that invalidity shall not affect any other provision of these Rules.
2. Facial Invalidity: If a court of competent jurisdiction shall adjudge any provision of these Rules to be invalid, then that judgment shall not affect any other provision of these Rules.
3. Invalidity as Applied: If a court of competent jurisdiction shall adjudge invalid the application of any provision of these Rules to a particular case, then that judgement shall not affect the application of that same provision to any other particular case having different facts or circumstances.

8.4 AMENDMENTS

The Board, from time to time, may amend these Rules. Amendments to the Rules of the Board may be made at any meeting of the Board. All amendments shall forthwith be printed for distribution and notice shall be given of the place or places where said Rules may be obtained or inspected. Such notice shall be published in a newspaper of general circulation in Round Lake. The notice shall specify the date, not less than ten (10) days subsequent to the date of such publication, when said Rules shall go into effect.

8.5 LEAVES OF ABSENCE

Leaves of Absence shall be granted by reason of military service or duty-related disability as specified in Illinois Compiled Statutes, Chapter 65, Section 5/10-2.1-23. If a Leave of Absence is granted by the Board during a probationary period, such probationary period shall be tolled until the probationary employee returns from his leave of absence.

8.6 POLITICAL CONTRIBUTIONS

No person in the Police Department of the Village of Round Lake, Illinois, shall be under any obligation to contribute any funds to render any political service, and no such person shall do so or be removed or otherwise prejudiced for refusing to do so. No person in the Police Department of the Village of Round Lake, Illinois, shall discharge or promote or reduce, or in any manner change the official rank or compensation of any other person in such service, or promise or threaten so to do, for withholding or refusing to make any contribution of money or service or any other valuable thing for any political purpose, or in any other manner, directly or indirectly, use his official authority or influence to compel or induce any other person to pay or render any political assessment, subscription, contribution or service.