



Board of Fire & Police  
Commissioners

**MINUTES OF MEETING OF  
CITY OF ROCKFORD  
BOARD OF FIRE AND POLICE COMMISSIONERS**

Meeting Held at:  
Rockford Fire Department  
204 South First Street  
Rockford, Illinois 61104

**Date & Time:** Thursday, March 25, 2021, at 11:00 a.m.

**I. Call to Order** – The meeting was called to order at 11:03 a.m.

Present for the meeting were Commissioner Samuel Schmitz, Commissioner Ingrid Hargrove, Commissioner Rudy Valdez, and Mr. Maurice West. Attorney Ian Linnabary was present as Secretary to the Board. Deputy Chief Kurt Whisenand was present on behalf of the Rockford Police Department.

**II. Public Comment** – None.

**III. Approval of Meeting Minutes** – None.

**IV. Old Business**

A. Police Department – Deputy Chief Whisenand provided an update on the sergeant testing process.

B. Fire Department – None.

C. General – None.

**V. New Business**

A. Police Department – None.

B. Fire Department – The Commissioners discussed the process for selection and hiring of an interim and permanent Chief of the Rockford Fire Department. With respect to the hiring of a permanent Chief of the Rockford Fire Department, the Commissioners decided it would be prudent to conduct a nationwide search with the assistance of a consultant. The Commissioners talked about their past experience using I/O Solutions, the firm that also assisted in the 2016 selection process that resulted in the hiring of Police Chief Dan O'Shea. The Commissioners authorized Chairman Schmitz to solicit one or more bids from professional consultants, specifically including I/O Solutions, to assist the Commissioners in the task of recruiting, selecting, and hiring a permanent Chief of the Rockford Fire Department.

The Commissioners also discussed the criteria for the selection of an interim chief to serve until a permanent chief can be selected. Secretary Linnabary shared the criteria agreed upon by the Commissioners in connection with its 2016 selection of an interim police chief. After discussion, the

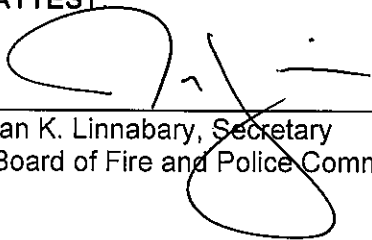
Commissioners agreed to adopt the following criteria. All candidates for interim chief should: (1) be current, active officers of the Rockford Fire Department; (2) have no intention of applying for the fulltime position of Chief of the Fire Department; (3) possess strong leadership skills; (4) possess the ability to inspire and listen to all community stakeholders; (5) possess critical and ease of leadership both within and outside of the Rockford Fire Department; (6) possess a strong working knowledge of the issues, policies, practices, and procedures of the Rockford Fire Department; and (7) be prepared to meet the intense demands of the Rockford Fire Department. Finally, the Commissioners noted that no interim chief can serve more than two 30-day periods in any given calendar year.

C. General – None.

VI. **Communications to Board** – None.

VII. **Adjournment** – The meeting was adjourned at 11:28 a.m. by motion made by Commissioner Hargrove. The motion was seconded by Commissioner Valdez. All Commissioners voted in favor.

**ATTEST:**



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Ian K. Linnabary, Secretary  
Board of Fire and Police Commissioners