



---

---

## **BOARD OF FIRE AND POLICE COMMISSIONERS**

Committee Date: November 5, 2023 – Special Meeting  
Present: Chairman Joseph Minard, Secretary Sabrina Abbrescia, Vice  
Chairman Kristen Trentadue  
Absent: Secretary to the Board Lynn Donahue  
Also Present: None  
  
Meeting Convened at: 11:00 a.m.

### **READING OF THE MINUTES:**

This was a special meeting so no prior minutes were available.

### **CORRESPONDENCE:**

No correspondence was reviewed.

### **NEW BUSINESS:**

- 1) The Board reviewed and recorded the resignation of Probationary Police Officer Ruben Urbina.
- 2) The Board reviewed the two-day suspension of Officer Michael Danzi. The Board recorded the Notice of Suspension provided by Chief Zito, dated November 2, 2023 and noted that the five-day (120 hour) appeal period would toll on November 7, 2023.
- 3) The Board discussed, and tentatively approved, an amendment to Board of Fire and Police Commissioners Rules and Regulations that requires Original Appointment applicants to complete the PHQ, and respond to test scheduling requests, within five (5) calendar days of any request by the Board, the Secretary to the Board, or a member of the Police Department staff. Chairman Minard will incorporate the amendment into the Rules and Regulations for a reading at the November 13, 2023 regular meeting.



---

Page 2

Board of Fire & Police Commissioners

Special Meeting – November 5, 2023

**OLD BUSINESS:**

There was no old business discussed.

**ADJOURNMENT:**

There being no further business before the Board, the motion was duly made, seconded, and unanimously passed to adjourn the meeting at 11:30 a.m.

The next Regular Meeting of the Board will be on November 13, 2023 at 6 00 p.m. at the Wood Dale City Hall.

Minutes taken by Chairman Minard