

Itasca Board of Fire and Police Commissioners
Meeting Minutes
January 12, 2026

Call to Order: The meeting was called to order at 4:34 pm.

Roll Call: Present: Chairman Mike Blackburn, Commissioner Jeff Craven, Commissioner Christian Ketter, Recording Secretary Heidi Zambrano, Deputy Chief Poulakidas, Attorney Blumenthal

I. Approval of minutes

- Draft minutes from January 5, 2026, were reviewed. Mr. Blackburn requested a motion to approve the minutes. Mr. Craven moved, Mr. Ketter seconded. All in favor by voice vote. Motion approved.

II. Approval of Invoices- no report

III. Communications – no report

IV. Public Comment – no comments

V. Unfinished Business – no report

VI. New Business

- Mr. Craven inquired about the request for onboarding material. Attorney Blumenthal stated he and Village Clerk Hansen were working on preparing onboarding material for new commissioners moving forward
- Attorney Blumenthal advised Police commission of changes to background passed January 1, 2026, and will provide the information to the police commission.

VII. Closed session- Commissioner Blackburn called for a motion to go into executive session to review closed session minutes according to the Open Meetings Act, Section 5 ILCS 120/2(c)(1) and Section 5 ILCS 120/2(c)(21). Commissioner Craven moved, and Commissioner Ketter seconded.

Roll call vote:

Ayes: Blackburn, Craven, Ketter

Nays: None

Absent: None

Motion Approved

The Commission went into a Closed session at 4:39 PM.

The Commission adjourned a closed session at 4:59 PM.

The Police Commission meeting was reconvened at 4:59 PM.

VIII. Discussion and review of January 5, 2026, Closed Session minutes. Mr. Blackburn asked for a motion to accept the closed session minutes to be reviewed again in 6 months. Mr. Ketter moved, and Mr. Craven seconded. Motion approved.

IX. Discussion and review of background check for Candidate 1.

- Chairman Blackburn asked for a motion to remove candidate 1 due to failing the background check, RS Zambrano to send letter notifying Candidate 1. Commissioner Craven so moved, and Commissioner Ketter seconded. All in favor by rollcall vote. Motion Approved

Roll call vote:

Ayes: Blackburn, Craven, Ketter

Nays: None

Absent: None

Motion Approved

X. Discussion of Lateral Transfer and Entry level position

- Chairman Blackburn requested for a motion to approve advertising Lateral Transfer position on the blueline. Commissioner Craven so moved, and Commissioner Ketter seconded. All in favor by rollcall vote. Motion Approved

Roll call vote:

Ayes: Blackburn, Craven, Ketter

Nays: None

Absent: None

Motion Approved

- Chairman Blackburn requested for a motion to Candidates 9 and 13 be reinterviewed. Commissioner Craven so moved, and Commissioner Ketter seconded. All in favor by voice vote. Motion Approved

XI. Next Meeting – Tentatively **Friday, January 16, 2026, at 4:30 pm.**

XII. Adjournment – Mr. Blackburn motioned to adjourn at 5:06 pm. Mr. Craven moved, Mr. Ketter seconded. All were in favor. Motion Approved.