

Itasca Board of Fire and Police Commissioners

Meeting Minutes

January 16, 2026

Call to Order: The meeting was called to order at 4:32 pm.

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

I. Approval of minutes

- Draft minutes from January 12, 2026, were reviewed. Mr. Blackburn requested a motion to approve the minutes. Mr. Craven moved, Mr. Blackburn seconded. All in favor by voice vote. Motion approved.

II. Approval of Invoices

- Mr. Blackburn requested a motion to approve Blue Line invoice \$448.00. Mr. Craven moved and Mr. Blackburn seconded. Roll Call vote taken

Roll Call vote:

Ayes: Blackburn, Craven

Nays: None

Absent: Ketter

Motion Approved

III. Communications – no report

IV. Public Comment – no comments

V. Unfinished Business

- Mr. Craven inquired how many applications were received from Lateral Transfer Blueline ad. Deputy Chief stated currently there were 6 responses with aptitude tests sent to those that qualified as Laterals

VI. New Business

- Attorney Blumenthal advised that the new police commissioner was on the agenda to be sworn in Tuesday, January 20, 2026. He also advised the boarding material should be completed before next commission meeting.

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 Blackburn seconded.

Roll call vote:

Ayes: Blackburn, Craven
Nays: None
Absent: Ketter
Motion Approved

The Commission went into a Closed session at 4:38 PM.
The Commission adjourned a closed session at 4:46 PM.
The Police Commission meeting was reconvened at 4:46 PM.

VIII. Discussion and review of January 12, 2026, Closed Session minutes. Mr. Blackburn asked for a motion to accept the closed session minutes to be reviewed again in 6 months. Mr. Craven moved, and Mr. Blackburn seconded. Motion approved.

IX. Discussion of Candidate 9 and 13.

- Chairman Blackburn asked for a motion to move forward with candidate 9 and make a conditional offer of employment contingent on passing the Medical and Psych evaluation. Commissioner Craven so moved, and Commissioner Blackburn seconded. All in favor by rollcall vote. Motion Approved

Roll call vote:
Ayes: Blackburn, Craven
Nays: None
Absent: Ketter
Motion Approved

- DC Poulakidas requested RS Zambrano inquire with ISP Academy about an extension in the event Candidate13 moves forward and if he can be added as tentative attendee, he also advised investigations will confirm candidate13 status for medical release.

X. Next Meeting – Tentatively **Monday, February 9, 2026, at 4:30 pm.**

XI. Adjournment – Mr. Blackburn motioned to adjourn at 4:53 pm. Mr. Craven moved, Mr. Blackburn seconded. All were in favor. Motion Approved.