

MINUTES
Meeting of the Civil Service Commission
December 15, 2025 – 10:00 a.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 - At 10:00 a.m. the meeting of the Civil Service Commission was called to order. Present and responding to roll call were the following:

Members Present: T.J. Grady, Chairperson
 Ranetta Adamovitz, Commissioner
 Steve Vaccaro, Commissioner

Members Absent: None

Staff Present: Pat Carr, Village Manager
 Hannah Lipman, Assistant Village Manager/ Interim Finance Director
 Anne Mitchell, Management Analyst
 Sandra Garcia, Civil Service Commission Secretary

Others Present: None

Chairperson Grady asked for a motion to open the meeting. Motion was made by Commissioner Vaccaro and seconded by Commissioner Adamowicz to open the meeting. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried.

Item #2 - APPROVAL OF THE MINUTES OF THE CIVIL SERVICE COMMISSION MEETING HELD DECEMBER 1, 2025 – Chairperson Grady asked for a motion to approve the December 1, 2025, minutes. Motion was made by Commissioner Adamowicz and seconded by Commissioner Vaccaro to approve the minutes of the Civil Service Commission meeting held on December 1, 2025. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried.

Item #3 – REVIEW CURRENT BILLS – Chairperson Grady asked if members of the Commission had any questions and approval to pay the bill. Commissioner Vaccaro asked for an explanation of the testing codes and the Management Analyst Mitchell explained the codes are provided to the Entry level Patrol Officer candidates to take the written exam either online or in person. There were no further questions. Motion was made by Commissioner Vaccaro and seconded by Commissioner Adamovitz to approve payment of the bill. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried.

Item #4 – OLD BUSINESS – Chairperson Grady asked if there was any old business. There was none.

Item #5 – NEW BUSINESS – LATERAL POLICE OFFICER

A: Lateral Police Officers

Chairperson Grady asked the members of the Commission to decertify from the Register dated February 2025 candidate #20, Jacob Price. Motion was made by Commissioner Adamovitz and seconded by Commissioner Vaccaro to decertify candidate #20 from the February 2025 Registrar. Vote by roll call.

Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried.

Chairperson Grady asked the Commission to certify candidate to begin the pre-employment process for #42, Raul Rodriguez, and candidate #43, Arthur Muhammad, from the February 2025 Registry. Motion was made by Commissioner Vaccaro and seconded by Commissioner Adamovitz, to certify candidates #42 and #43 from the February 2025 Registry. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried.

B. Charges and Specification in disciplinary matter by Village

i. Withdrawal of Charges by the Village

CSC packet provided to the Commissioners included a withdrawal notice from the Village of the Charges and Specifications for Officer A in Case No. 2025-CSC-02. Assistant Village Manager/Interim Finance Director Lipman confirmed that the Village is withdrawing the Charges and Specifications for Officer A. No further action is needed from the Commission.

Item #6 Commission Action take as a result of 5(b)(i) – The Civil Service Commission received the notice to withdraw the Charges and Specifications in the meeting packet in Case No. 2025-CSC-02. Chairperson Grady motioned for the Commission to accept the withdrawal of the disciplinary matter. Vaccaro requested clarification under Chapter 6 of the Civil Service rules relating to suspensions by the Chief of Police for more than 5 days of an officer. He asked if the suspension for Officer A is more than 5 days whether Officer A must waive the Civil Service Commission due process hearing. The Assistant Village Manager/Interim Finance Director Lipman indicated appropriate procedures were followed by the Village and the Commission in that Officer A's due process hearing date was scheduled. Then, upon agreement with the Village's and Officer A's legal counsels, the due process hearing was re-scheduled for today. The Assistant Village Manager/Interim Finance Director Lipman stated that because the Village's and Officer A's legal counsel reached an agreement before today's scheduled hearing, there is no election form for Officer A to opt out of Civil Service Commission due process hearing. There were no further questions. The Motion was made by Commissioner Adamovitz and seconded by Commissioner Vaccaro accepting the withdrawal of the Charges and Specifications for Officer A in Case No. 2025-CSC-02. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the motion carried. Chairperson Grady signed the Order acknowledging the withdrawal of Charges and Specifications and the CSC not moving forward to due process hearing.

Item #9– RECEIVE COMMENTS FROM THE PUBLIC – Chairperson Grady asked if there were any comments from the public. There were none.

Item #10 - ADJOURNMENT

Chairperson Grady requested to Adjourn the Commission meeting. Motion was made by Commissioner Vaccaro and seconded by Commissioner Adamovitz to adjourn the Commission meeting. Vote by roll call. Ayes: Grady, Adamovitz, Vaccaro. Nays: None. Absent: None. Chairperson Grady declared the meeting adjourned at 10:07 a.m.