

RESOLUTION NO. 2024-01

**A RESOLUTION APPROVING THE CONTENT OF
AND/OR RELEASE OF CERTAIN CLOSED MEETING MINUTES
OF THE PARK RIDGE BOARD OF FIRE AND POLICE COMMISSIONERS**

WHEREAS, the Park Ridge Board of Fire and Police Commissioners (the "Board") has, on occasion, believed it to be necessary to meet in a "Closed Meeting" (also referred to as "Closed Session"), and has entered and conducted such meetings in accordance with the requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*) ("OMA"); and

WHEREAS, the minutes of the Closed Meetings have been duly recorded by the Board Secretary, or his/her designee, pursuant to the requirements of the OMA. In addition, since 2004, as required by the OMA, the Board Secretary, or his/her designee, has prepared a verbatim record of all Closed Meetings in the form of audio recordings, which recordings are subject to destruction or release for public inspection, as directed by the Board, once the written minutes of the Closed Meetings are prepared and approved by the Board. The recordings are to be destroyed only after the written minutes are approved and the mandatory eighteen (18) month waiting period has expired; and

WHEREAS, the OMA also requires the Board to meet, every 6 months, or as soon as practicable, to review the minutes of Closed Meetings in order to approve their content and to determine whether such minutes, or any portions thereof, can be released for public review or remain closed to public review; and

WHEREAS, the Board has reviewed the minutes of all duly recorded Closed Meetings, as identified below, and has made the following determinations about: (1) the approval of the content and the advisability of the release of the Closed Meeting minutes or the retention of such minutes; (2) the destruction of certain verbatim audio recordings of the Closed Meetings as permitted by the OMA; and (3) the need to maintain the confidentiality of certain verbatim audio recordings of the Closed Meetings until such future time as the Board decides to either release or destroy the audio recordings in accordance with the OMA.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK RIDGE BOARD OF FIRE AND POLICE COMMISSIONERS AS FOLLOWS:

SECTION 1: Each of the recitals in the Whereas paragraphs set forth above are incorporated into Section 1 of this Resolution.

SECTION 2: The content of the following Closed Meeting minutes are approved and may be released for public inspection, except for those parts of the minutes that still need to remain confidential, as noted below in Section 3:

Year 2007: None.

Year 2008: None.

Year 2009: None.

Year 2010: None.
Year 2011: None.
Year 2012: None.
Year 2013: None.
Year 2014: None.
Year 2015: None.
Year 2016: None.
Year 2017: None.
Year 2018: None.
Year 2019: None.
Year 2020: None.
Year 2021: None.
Year 2022: None.
Year 2023: None.

SECTION 3: The content of the following Closed Meeting minutes are approved, but the need for confidentiality still exists as to all or part of these minutes as noted below:

Year 2007: April 11, July 24, August 22, September 4, September 25, November 14 and November 15.

Year 2008: January 29, January 30, March 19, April 10, May 5, May 6, October 14 and October 15.

Year 2009: None.

Year 2010: March 24 and April 9.

Year 2011: November 29 and November 30.

Year 2012: May 17 and June 5.

Year 2013: January 22, March 21, October 22 and October 28.

Year 2014: May 21.

Year 2015: August 12, September 2, October 27, November 4 and December 2.

Year 2016: March 2, April 7, July 7 and November 3.

Year 2017: April 6, July 6, July 18, July 20, September 7, November 2 and December 7.

Year 2018: February 1, February 3, April 5, April 26, May 15 and November 1.

Year 2019: May 8, May 9, July 9, September 5, and November 7.

Year 2020: March 5, August 26, October 1, and November 5.

Year 2021: January 7, May 6, May 27, June 3, June 24, August 5, August 19, November 4.

Year 2022: January 13, February 10, March 10, July 14, December 8

Year 2023: March 9, April 13, **June 8, August 10, November 9**

SECTION 4: All other Closed Meeting minutes, which have been duly recorded by the Board Secretary, or his/her designee, and are not listed in Section 2 or Section 3 of this Resolution, and their related audio recordings shall remain confidential and closed from public inspection until, at least, the next periodic review by the Board, or as directed by the Board in accordance with an approved Resolution that supersedes the determinations of the Board set forth in this Resolution.

SECTION 5: Beginning January 1, 2004, the OMA requires that a verbatim record of all Closed Meetings be kept in the form of an audio or video recording and that such recordings can be destroyed but only after the Board: (a) approves the written meeting minutes for each completed Closed Meeting; and (b) authorizes the destruction of such recordings, provided at least eighteen (18) months have passed since the date of the last such approval or authorization. The City of Park Ridge has elected to maintain a verbatim record of all Closed Meetings in the form of audio recordings. The Board makes the following determinations as follows:

- A. In regard to the Closed Meetings where the written minutes have not been prepared at this time, there is still a need for confidential treatment of the audio recordings of those Closed Meetings until such time as the written minutes are prepared and approved by the Board and a final decision is made by the Board as to the destruction of the audio recordings or the release of such audio recordings for public inspection.
- B. Each of the audio recordings of Closed Meetings, which were completed more than eighteen (18) months ago and for which written minutes have been prepared and approved by the Board more than eighteen (18) months ago, shall be destroyed by the Board Secretary, or his/her designee, on the next business day following the approval date of this Resolution.

SECTION 6: The Board Chair is authorized and directed to sign and the Board Secretary, or his/her designee, is authorized and directed to attest to this Resolution.

ADOPTED this 8th day of February, 2024, pursuant to a roll call vote as follows:

AYES: **MARK ANDERSON, BRIAN MCMAHON, MICHAEL RIORDAN, JOAN SANDRIK**

NAYS: **NONE**

ABSENT: **DANNY MCGUIRE**

APPROVED by the Park Ridge Board of Fire and Police Commissioners, and attested by the Board Secretary, or his/her designee, on this 8th day of February, 2024.



Board Chair, Mark Anderson

ATTEST:



Board Secretary, Katharine Darr

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Katharine Darr, Secretary of the Park Ridge Board of Fire and Police Commissioners, in the County of Cook and State of Illinois, certify that the attached document is a true and correct copy of that certain Resolution now on file in my Office, entitled:

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which Resolution was passed by the Park Ridge Board of Fire and Police Commissioners at a Regular Meeting on the 8th day of February, 2024, at which Meeting a quorum was present.

I further certify that the vote on the question of the passage of said Resolution by the Park Ridge Board of Fire and Police Commissioners was taken by Ayes and Nays and recorded in the minutes of the Board, and that the result of said vote was as follows, to-wit:

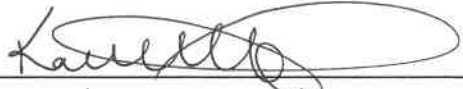
AYES: MARK ANDERSON, BRIAN MCMAHON, MICHAEL RIORDAN, JOAN SANDRIK

NAYS: NONE

ABSENT: DANNY MCGUIRE

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Park Ridge, this 8th day of February, 2024.



Katharine Darr, Board Secretary

[SEAL]

