



**MINUTES OF THE GENERAL SESSION  
OF THE CITY OF CHARLESTON  
BOARD OF FIRE AND POLICE COMMISSIONERS**

January 13, 2020 @ 8:30 a.m.  
Charleston City Hall  
Basement Conference Room  
520 Jackson Avenue  
Charleston, Illinois

**Members Present**

Adam Fifield  
Doug McDermand

**Members Absent**

Brendan Lynch

**Staff Present**

Steve Bennett, Fire Chief; Chad Reed, Police Chief; Tim Meister; Assistant Fire Chief; Heath Thornton, Deputy Chief of Police & Debbie Burkhart, Board Secretary.

**Call to Order**

The Board of Fire and Police Commissioners met in regular session on Monday, January 13, 2020 at 8:30 a.m. in the Basement Conference Room of Charleston City Hall, 520 Jackson Avenue, Charleston, Illinois, with Board Chair Doug McDermand presiding. Board Member Brendan Lynch was absent.

**Approval of Minutes**

**Item #1:** Board Member Adam Fifield made a motion to accept and approve the general session minutes of the December 9, 2019 meeting. Board Chair Doug McDermand seconded the motion.

**The motion was carried by a vote of Yeas – 2, Nays – 0**

**New Business**

**Item #2:** Board Member Adam Fifield made a motion to accept and approve utilizing National Testing Network to proctor the entry-level written examinations for both fire and police. Board Chair Doug McDermand seconded the motion.

**The motion was carried by a vote of Yeas – 2, Nays – 0**

**Item #3:** Board Member Adam Fifield made a motion to accept and approve the Experienced Police Officer Final Integrated Eligibility List. Board Member Chair Doug McDermand seconded the motion.

**The motion was carried by a vote of Yeas – 2, Nays – 0**

**Recommendations for Removal, Hire, and Promotion**

None.

**Recommendations for Final Certification**

None.

**Audience Participation**

None.

**Adjournment:**

Board Chair Doug McDermand made a motion to adjourn at 8:37 a.m. Board Member Adam Fifield seconded the motion.

**The motion was carried by a vote of Yeas – 2, Nays – 0**

Respectfully submitted,

Debbie Burkhart