



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

March 4, 2019 @ 11:10 a.m.  
Charleston City Hall  
Basement Conference Room  
520 Jackson Avenue  
Charleston, Illinois

**Members Present**

Adam Fifield  
Brendan Lynch  
Doug McDermand

**Members Absent**

**Staff Present**

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

**Call to Order**

The Board of Fire and Police Commissioners met in regular session on Monday, March 4, 2019 at 11:10 a.m. in the Basement Conference Room of Charleston City Hall, 520 Jackson Avenue, Charleston, Illinois, with Board Chair Doug McDermand presiding. All members were present.

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*Pursuant to 5 ILCS 120/2(c)(1), Board Chair Doug McDermand adjourned the meeting to executive session at 8:37 a.m.*

*The Board reconvened at 3:49 p.m.*

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**Approval of Minutes**

**Item #1:** Board Chair Doug McDermand made a motion to accept and approve the general & executive session minutes of the February 11, 2019 meeting. Board Member Brendan Lynch seconded the motion.

**The motion was carried by a vote of Yeas – 3, Nays – 0**

**New Business**

**Item #2:** Board Member Adam Fifield made a motion to accept and approve the physical examination report for Firefighter-Paramedic Justin J. Schumacher. Board Member Brendan Lynch seconded the motion.

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #3:** Board Member Brendan Lynch made a motion to accept and approve the psychological examination report for Firefighter-Paramedic Justin J. Schumacher. Board Member Adam Fifield seconded the motion.

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #4:** Board Chair Doug McDermund made a motion to accept and approve the following preference points for subjective evaluation for the Captain's promotional process. Board Member Adam Fifield seconded the motion.

<u>Captain Candidate</u>	<u>Subjective Evaluation</u>
CPT-19-004	85
CPT-19-001	85
CPT-19-003	80
CPT-19-002	82

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #5:** Board Member Adam Fifield made a motion to accept and approve the following preference points for subjective evaluation for the Lieutenant's promotional process. Board Member Brendan Lynch seconded the motion.

<u>Lieutenant Candidate</u>	<u>Subjective Evaluation</u>
LT-19-003	63
LT-19-005	0
LT-19-001	68
LT-19-006	75
LT-19-004	76
LT-19-007	66
LT-19-008	74
LT-19-002	72

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #6:** Board Member Brendan Lynch made a motion to accept and approve the following Chief's Points issued for the Captain's promotional process. Board Member Adam Fifield seconded the motion.

<u>Captain Candidate</u>	<u>Chief's Points</u>
CPT-19-004	9
CPT-19-001	6
CPT-19-003	9
CPT-19-002	6

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #7:** Board Chair Doug McDermund made a motion to accept and approve the following Chief's Points issued for the Lieutenant's promotional process. Board Member Adam Fifield seconded the motion.

<u>Lieutenant Candidate</u>	<u>Chief's Points</u>
LT-19-003	7
LT-19-005	4
LT-19-001	4
LT-19-006	9
LT-19-004	3
LT-19-007	3
LT-19-008	3
LT-19-002	9

**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #8:** Board Member Adam Fifield made a motion to accept and approve the initial eligibility list for the Captain's promotional process. Board Member Brendan Lynch seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #9:** Board Member Brendan Lynch made a motion to accept and approve the initial eligibility list for the Lieutenant's promotional process. Board Member Adam Fifield seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #10:** Board Chair Doug McDermund made a motion to accept and approve the Integrated Experienced Police Officer Final Eligibility List. Board Member Adam Fifield seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

With regard to Item #11. Police Chief Chad Reed requested that the Board schedule a special meeting to conduct the oral interview and review the background portion of the hiring process for Experienced Police Officer Candidate Stephen N. Suding.

**Item #11:** Board Chair Doug McDermund made a motion to schedule a special meeting for March 22, 2019 @ 8:00 a.m. Board Member Brendan Lynch seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

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

**Item #12:** Board Chair Doug McDermund made a motion to hire Firefighter-Paramedic Applicant Justin J. Schumacher with a start date of March 27, 2019. Board Member Brendan Lynch seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

**Item #13:** Board Member Adam Fifield made a motion to begin the hiring process for 1 Experienced Police Officer Candidate. Board Member Brendan Lynch seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

#### **Recommendations for Final Certification**

**Item #14:** Board Member Brendan Lynch made a motion to issue Police Officer Stephen Szigethy final certification effective March 5, 2019. Board Member Adam Fifield seconded the motion.  
**The motion was carried by a vote of Yeas –3, Nays – 0**

#### **Audience Participation**

None.

#### **Adjournment:**

Board Chair Doug McDermund made a motion to adjourn at 3:56 p.m. Board Member Adam Fifield seconded the motion.  
**The motion was carried by a vote of Yeas – 3, Nays – 0**

Respectfully submitted,

Debbie Burkhart