



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

May 13, 2019 @ 8:36 a.m.
Charleston City Hall
Charleston City Council Chambers
520 Jackson Avenue
Charleston, Illinois

Members Present

Adam Fifield
Brendan Lynch
Doug McDermand

Members Absent

Staff Present

Board Secretary Debbie Burkhart

Call to Order

The Board of Fire and Police Commissioners met in regular session on Monday, May 13, 2019 at 8:36 a.m. in the Charleston City Council Chambers of Charleston City Hall, 520 Jackson Avenue, Charleston, Illinois, with Board Chair Doug McDermand presiding. All members were present.

Board Chair Doug McDermand recessed the Meeting to an Executive Session Meeting at 8:36 a.m. pursuant to *5 ILCS 120/2 (c)(1)—Personnel Matters*, to conduct an oral interview.

The Board reconvened at 8:40 a.m. All members were present.

Approval of Minutes

Item #1: Board Chair Doug McDermand made a motion to accept and approve the general session minutes of the April 8, 2019 meeting. Board Member Brendan Lynch seconded the motion.

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

Item #2: Board Member Brendan Lynch made a motion to accept and approve the general & executive session minutes of the April 22, 2019 special meeting. Board Member Adam Fifield seconded the motion.

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

New Business

Item #3: Board Member Adam Fifield made a motion to accept and approve the request from Experienced Police Officer Applicant Colton A. Whitley to be removed from the hiring process for the Charleston Police Department and to remain on the current Experienced Police Officer Final Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #4: Board Chair Doug McDermant made a motion to begin the hiring process for Experienced Police Officer Applicant Kirk Kepley. Board Member Brendan Lynch seconded the motion.

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

Item #5: Board Member Brendan Lynch made a motion to accept and approve the background report for Experienced Police Officer Candidate Kirk Kepley. Board Member Adam Fifield seconded the motion.

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

Item #6: Board Member Adam Fifield made a motion to authorize the Board Secretary to schedule the psychological and physical examinations for Experienced Police Officer Candidate Kirk Kepley. Board Member Brendan Lynch seconded the motion.

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

Item #7: Board Chair Doug McDermant made a motion to accept and approve the scores of the Police Lieutenant promotional written examination proctored on May 8, 2019. Board Member Brendan Lynch seconded the motion.

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

Item #8: Board Member Brendan Lynch made a motion to accept and approve the Police Lieutenant Initial Eligibility List. Board Member Adam Fifield seconded the motion.

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

Item #9: Board Member Adam Fifield made a motion to accept and approve the scores of the Police Sergeant promotional written examination proctored on May 8, 2019. Board Member Brendan Lynch seconded the motion.

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

Item #10: Board Chair Doug McDermant made a motion to accept and approve the Police Sergeant Initial Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #11: Board Member Brendan Lynch made a motion to accept and approve the scores of the Fire Lieutenant promotional written examination proctored on May 10, 2019. Board Member Adam Fifield seconded the motion.

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

Item #12: Board Member Adam Fifield made a motion to accept and approve the Fire Lieutenant Preliminary Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #13: Board Chair Doug McDermant made a motion to accept and approve the scores of the Fire Captain promotional written examination proctored on May 10, 2019. Board Member Brendan Lynch seconded the motion.

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

Item #14: Board Member Brendan Lynch made a motion to accept and approve the Fire Captain Preliminary Eligibility List. Board Member Adam Fifield seconded the motion.

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

Item #15: Board Member Adam Fifield made a motion to accept and approve the scores for the written examination and the oral interview scores for the entry-level police officer examination proctored on May 11, 2019. Board Member Brendan Lynch seconded the motion.

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

Item #16: Board Chair Doug McDermund made a motion to accept and approve the Entry-level Police Officer Initial Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #17: Board Member Brendan Lynch made a motion to accept and approve the scores for the written examination and the oral interview scores for the firefighter-paramedic examination proctored on May 11, 2019. Board Member Adam Fifield seconded the motion.

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

Item #18: Board Member Adam Fifield made a motion to accept and approve the Firefighter-Paramedic Initial Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #19: Board Chair Doug McDermund made a motion to schedule all oral interviews for the police promotional process on the June 10, 2019 regular meeting. Board Member Brendan Lynch seconded the motion.

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

With regard to Item #20. Board Secretary Debbie Burkhart advised the Board that Police Chief Chad Reed had requested that the Board schedule a special meeting to conduct the oral interview portion of the hiring process and review the psychological and physical examination reports for Experienced Police Officer Candidate Kirk Kepley. The board secretary also advised the Board that Fire Chief Steve Bennett also requested a special meeting to issue preference points for entry-level candidates and establish final eligibility lists.

Item #20: Board Chair Doug McDermund made a motion to schedule a special meeting for May 31, 2019 @ 8:00 a.m. Board Member Adam Fifield seconded the motion.

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

Recommendations for Removal, Hire, and Promotion

None.

Recommendations for Final Certification

None.

Audience Participation

None.

Adjournment:

Board Chair Doug McDermund made a motion to adjourn at 8:50 a.m. Board Member Brendan Lynch seconded the motion.

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

Respectfully submitted,

Debbie Burkhart