



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

June 10, 2019 @ 8:30 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

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

Call to Order

The Board of Fire and Police Commissioners met in regular session on Monday, June 10, 2019 at 8:36 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.

Board Chair Doug McDermand recessed the Meeting to an Executive Session Meeting at 8:30 a.m. pursuant to *5 ILCS 120/2 (c)(1)—Personnel Matters*, to conduct oral interviews and review the background report for 1 firefighter-paramedic applicant and the psychological examination report for 1 experienced police officer applicant.

The Board reconvened at 12:20 p.m. All members were present.

Fire Chief Steve Bennett and Assistant Fire Chief Tim Meister were not present.

Approval of Minutes

Item #1: Board Member Adam Fifield made a motion to accept and approve the general session minutes of the May 13, 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 May 31, 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 psychological examination report for Experienced Police Officer Candidate Kirk E. Kepley. Board Member Brendan Lynch seconded the motion.

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

Item #4: Board Member Brendan Lynch made a motion to accept and approve the background report for Firefighter-Paramedic Applicant William J. Giroux. Board Member Adam Fifield seconded the motion.

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

Item #5: Board Member Adam Fifield made a motion authorizing the Board Secretary to schedule the psychological and physical examinations for Firefighter-Paramedic Applicant William J. Giroux. Board Member Brendan Lynch seconded the motion.

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

Item #6: Board Member Brendan Lynch made a motion to issue the following preference points to the Police Sergeant candidates.

<u>Sergeant Candidate</u>	<u>Performance Evaluation & Training</u>	<u>Seniority</u>
SGT-19-1901	15	8
SGT-19-1902	15	9
SGT-19-1903	15	6
SGT-19-1904	0	0

Board Member Adam Fifield seconded the motion.

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

Item #7: Board Member Adam Fifield made a motion to issue the following preference points to the Police Lieutenant candidates.

<u>Lieutenant Candidate</u>	<u>Performance Evaluation & Training</u>	<u>Seniority</u>
LT-19-1902	15	9
LT-19-1903	15	10

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 oral interview scores for the Police Sergeant promotional candidates.

<u>Sergeant Candidate</u>	<u>Oral Interview Scores</u>
SGT-19-1901	85
SGT-19-1902	86
SGT-19-1903	86
SGT-19-1904	0

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 oral interview scores for the Police Lieutenant promotional candidates.

<u>Lieutenant Candidate</u>	<u>Oral Interview Scores</u>
LT-19-1902	82
LT-19-1903	82

Board Member Brendan Lynch seconded the motion.

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

Item #10: Board Member Brendan Lynch made a motion to accept and approve 2019 Integrated Police Sergeant Final Eligibility List. Board Member Adam Fifield seconded the motion.

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

Item #11: Board Member Adam Fifield made a motion to accept and approve 2019 Integrated Police Lieutenant Final Eligibility List. Board Member Brendan Lynch seconded the motion.

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

Item #12: Board Member Brendan Lynch made a motion to accept and approve 2019 Fire Lieutenant Final Eligibility List. Board Member Adam Fifield 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 accept and approve 2019 Fire Captain Final Eligibility List. 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 oral interview portion of the hiring process for Firefighter-Paramedic Applicant William J. Giroux. Board Member Adam Fifield seconded the motion.

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

With regard to Item #15: The Board Secretary advised the Board that Amy A. Fulk; Tyler S. Poland and Jeremy D. Shores are on the entry-level police officer final eligibility list and that their 3 year term expires on June 19, 2019.

Item #15: Board Member Adam Fifield made a motion remove Amy A. Fulk; Tyler S. Poland and Jeremy D. Shores from the Entry-level Police Officer Final Eligibility List effective June 20, 2019. 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 #16: Board Member Brendan Lynch made a motion to hire Experienced Police Officer Candidate Kirk E. Kepley with a start date of June 17, 2019. Board Member Adam Fifield seconded the motion.

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

With regard to Item #17: The Board Secretary advised the Board that Police Officer Cody Hammond will not complete his one year probationary period until August 6, 2019 and requested that this item be tabled until the August 12, 2019 meeting.

Recommendations for Final Certification

Item #17: Board Member Brendan Lynch made a motion table this item until the August 12, 2019 meeting of the Charleston Fire & Police Board. Board Member Adam Fifield seconded the motion.

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

Audience Participation

None.

Adjournment:

Board Member Adam Fifield made a motion to adjourn at 12:29 p.m. Board Member Brendan Lynch seconded the motion.

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

Respectfully submitted,

Debbie Burkhart