

The Board of Fire and Police Commission Regular Meeting Minutes

MEETING DATE – Tuesday, August 12, 2025, at 9:04 am in City Hall, Conference Room 209, 730 Maine St, Quincy, IL 62301.

ATTENDANCE

- **PRESENT IN PERSON:** Commissioner Barry Cheyne (Chair), Commissioner Mike McLaughlin, and Commission Secretary Kerker, and Legal Counsel Ryan Schnack. The meeting was recorded. Commissioner Caldwell had an approved absence, motion by Cheyne, seconded by McLaughlin.
- **MEDIA PRESENT:** None
- **ALDERMEN PRESENT:** Alderman Greg Fletcher (Ward 1)
- **PUBLIC:** None

PUBLIC COMMENTS - None.

APPROVAL OF MINUTES

- The Commissioners reviewed the July 8, 2025, regular session minutes. Cheyne moved to approve. McLaughlin 2nd. Motion carried.
- The Commissioners reviewed the July 8, 2025, executive session meeting minutes. Cheyne moved to approve. McLaughlin 2nd. Motion carried.

CORRESPONDENCE

- Cheyne motioned to approve the newly amended firefighter eligibility list. McLaughlin 2nd. Motion carried.
- Cheyne motioned to reappoint Chief Adam Yates for a 3-year term, effective, December 21, 2025. McLaughlin 2nd. Both commissioners signed a reappointment letter to the mayor and city council. Motion carried.
- Cheyne motioned to have the letter to reappoint Chief Yates sent to the city council and mayor for the August 18th city council meeting. McLaughlin 2nd. Motion carried.
- Cheyne motioned to pay Barb Holthaus \$275. for proctoring police officer testing scheduled for August 16, 2025. Payment is to occur on or after August 17, 2025. McLaughlin 2nd. Motion carried.

Cheyne moved to suspend and enter into Police and Fire executive session at 10:37 am. regarding personnel matters pursuant to the Open Meetings Act of 5 ILCS 120/2(c)(1). McLaughlin seconded. Motion carried.

Cheyne moved to end executive session and resumed regular session at 10:39 am. pursuant to the Open Meetings Act of 5 ILCS 120/2(c)(1). McLaughlin seconded. Motion carried.

Quincy Fire Department (QFD) Fire Chief Steve Salrin joined the meeting at 9:11 am.

- Chief Salrin provided an update on his monthly report.
- Chief Salrin advised the firefighter academy class starts on September 7th.
- Chief Salrin advised that two employees are in Paramedic Class (Vahlkamp and K. Vandermaiden)
- Chief Salrin relayed that Brumbaugh and Manion were sworn in as new firefighters at city council on July 21st.
- Chief Salrin departed the meeting at 9:47 am.

Quincy Police Department (OPD) Police Chief Adam Yates joined the meeting at 9:47 am.

- Chief Yates provided an update on his monthly report.
- Chief Yates relayed that he recently had a line council meeting (which is held quarterly) in which there was a request to have a one or two representatives (police officers) help with the hiring process due to the quality of applicants. It was decided by both commissioners who were in attendance, as well as Chief Yates, that this could cause conflicts and continue as is. The process being used currently has been very successful.
- Chief Yates provided recruitment updates that were provided by Sergeant J. Hollensteiner. Chairman Cheyne recommended that Commissioner Caldwell and Sergeant J. Hollensteiner continue to work on this together.
- Chief Yates advised that five new police officers will start on August 18th.

- At 1029 hours, Ryan Schnack departed the room to take a phone call from a judge.
- Chief Yates advised that on September 9th, he will be requesting a promotion to the rank of Lieutenant, as Lieutenant Pilkington's last scheduled duty day is September 8th.
- Chief Yates advised that Sergeant Hiland's last scheduled day is September 21st and he (Chief Yates) will be requesting a promotion to the rank of Sergeant at the October meeting. A second Sergeant promotion will be evaluated for a later date.
- At 1027 hours, Chief Yates departed the meeting.
- At 1035 hours, Ryan Schnack returned to the meeting.

OLD BUSINESS:

- Review annual monthly suspense's. No changes.
- Records management plan and disposition – Secretary Kerker advised she has gotten the majority of this completed electronically (iCloud).
- Recruiting and Pipeline Management – Commissioner Caldwell was unable to attend the meeting to give an update.
- Ordinance Draft Update – Secretary Kerker advised she will have a draft completed before the next meeting for review. This will continue to be in draft form until approved. The estimated completion of this is the end of this year. Legal Counsel Ryan Schnack advised that he is working on subpoena power language listed in the ordinance.

NEW BUSINESS:

- Commissioner McLaughlin received correspondence regarding the Fall Fire and Police Commissioners Seminar. Cheyne asked Secretary Kerker to provide a copy to Commissioner Caldwell. Cheyne advised that the commissioners usually attend this seminar in the spring at a location closer to Quincy.
- Chairman Cheyne advised he will be making a presentation to the Citizens Police Academy on August 28th.

Cheyne made a motion to conclude the Board of Fire and Police Commission meeting at 11:00 am. Second McLaughlin. Motion carried.

Respectfully submitted,
 Jennifer Kerker, Secretary
 Board of Fire & Police Commission
 Audio dated 08.12.25