The Board of Fire and Police Commission
Regular Meeting Minutes

MEETING DATE – Tuesday, June 3, 2025, at 9:00 am in City Hall, Conference Room 209, 730 Maine St, Quincy, IL 62301.

ATTENDANCE-

- PRESENT IN PERSON: Commissioner Barry Cheyne (Chair), Commissioner Mike McLaughlin, Commissioner Angela Caldwell, and Secretary Jennifer Kerker. The meeting was recorded.
- MEDIA PRESENT: None
- ALDERMEN PRESENT: None
- PUBLIC: None

PUBLIC COMMENTS - None.

APPROVAL OF MINUTES

- The Commissioners reviewed the May 6, 2025, regular session minutes. McLaughlin moved to approve. Caldwell 2nd. Motion carried.
- The Commissioners reviewed the May 6, 2025, executive session meeting minutes. Cheyne moved to approve. Caldwell 2nd. Motion carried.

CORRESPONDENCE AND MOTIONS

- Cheyne motioned to approve payment to All Purpose Polygraph Invoice #1919 in the amount of $875. for polygraphs for Davis, Perez, Kelley, Cooper, and Trautvetter totaling $875. Second by Caldwell. Motion carried.
- Cheyne motioned approve payment to the Herald Whig in the amount of $51.66 for a public notice for the BFPC meeting date modification to today (was published 5/31/25). Second by McLaughlin. Motion carried.
- Cheyne motioned to approve the promotions of Shawn Henson to Assistant Chief, Deon Baker to Captain, and Bryan Meyer to Lieutenant effective June 1, 2025. Second by McLaughlin. Motion carried.
- Cheyne motioned to approve the police department job application and be posted on June 11th through July 18, 2025. Second McLaughlin. Motion carried.
- Cheyne motioned to make a contingency offer to firefighter candidates Jonathan Manion and Tyler Brumbaugh with a start date of July 7, 2025 based on successful completion of all employee screening requirements. Second McLaughlin. Motion carried.

Cheyne moved to suspend and enter into Police and Fire executive session at 11:10 am. regarding personnel matters pursuant to the Open Meetings Act of 5 ILCS 120/2(c)(1). Caldwell seconded. Motion carried.

Cheyne moved to end executive session and resumed regular session at 11:56 am. pursuant to the Open Meetings Act of 5 ILCS 120/2(c)(1). McLaughlin seconded. Motion carried.

Attendees: Commissioners Cheyne, McLaughlin, and Caldwell, Secretary Kerker, and Chief Adam Yates

Quincy Fire Department (QFD) Fire Chief Steve Salrin joined the meeting at 9:17 am.

- Chief Salrin provided an update on his monthly report. This includes an RFP for enlarging a garage for a new fire truck that will be arriving in the future.
- Chief Salrin advised the start date for the new firefighters is July 7th. The academy date is TBD.
- Chief Salrin said Keith Reed is still expected to retire this year.
- Chief Salrin provided information from a recent conference he attended regarding CLS Enterprises, who provides background investigations for firefighters and police officers. After reviewing the various packages and pricing, it was decided to continue to have QPD and QFD continue to conduct background investigations. Cheyne thanked Chief Salrin for providing this option to the commission and Chief Yates.
- Chief Salrin advised that the swearing in of the new firefighters will be next Monday. Commissioner Chairman Cheyne advised he will be out of town.

- Chief Salrin departed the meeting at 10:06 am.

Quincy Police Department (QPD) Police Chief Adam Yates joined the meeting at 9:37 am.

- Chief Yates provided an update on his monthly report.
- Chief Yates requested that when four new officers are hired, two go to one academy, and two go to another. This seems to have worked well in the past.
- Chief Yates advised that the police department recently obtained Tier 2 accreditation from the ILEAP.
- Chief Yates provided an update regarding CAD/RMS with a different vendor. The current company is going out of business. This project will be extensive and expensive and could cost a million dollars for a new vendor to come on board.
- Chief Yates advised that contract union negotiations are ongoing.
- Chief Yates provided his input on the ordinances. This will be continued to be worked on, and possibly missing portions of ordinances was reviewed and will be looked into.
- Chief Yates departed the meeting at 11:53 am.

OLD BUSINESS:

- Cheyne went over the suspense report, reminded Secretary Kerker the next review of the executive minutes will be next month (July).
- The Commission structure was again discussed. All three commissioners would like to keep the structure as it currently is, and it works very well. Chairman Cheyne advised he would relay this to Mayor Linda Moore.
- Recruiting and Pipeline Management – Cheyne asked Commissioner Caldwell to schedule a meeting with Sergeant Hollensteiner and Chief Yates regarding recruiting, which Caldwell has extensive knowledge in. Caldwell advised she is very glad to do so and will share her thoughts. The timing of how the job announcements (possibly earlier in the calendar year) was a suggestion of Sergeant Hollensteiner.
- Records Retention – Secretary Kerker will print the updated records retention form for Chairman Cheyne to sign at the next meeting. This excludes executive session meetings.

NEW BUSINESS:

Cheyne made a motion to conclude the Board of Fire and Police Commission meeting at 11:58 pm. Second Caldwell. Motion carried.

Respectfully submitted,
Jennifer Kerker, Secretary
Board of Fire & Police Commission
Audio dated 06.03.25