

**CHAMPAIGN COUNTY SHERIFF'S MERIT COMMISSION**  
**Wednesday, October 4, 2023 - Sheriff's Conference Room**  
**204 E. Main Street, Urbana**

**MEMBERS PRESENT:** Michael Kirby, Cindy Cunningham, Oliver J. Clark

**OTHERS PRESENT:** Sheriff Heuerman

**CALL TO ORDER**

Chair Kirby called the meeting to order at 1:04 p.m. declaring a quorum present, the Chair proceeded with the meeting.

**APPROVAL OF MINUTES**

Commissioner Cunningham made a motion to approve the minutes from the December 15, 2022 meeting, seconded by Chair Kirby. (Meetings were cancelled in 2023 due to lack of agenda items).

**PUBLIC PARTICIPATION**

Sheriff Heuerman checked the lobby of the Sheriff's Office - there was no public participation.

**ACTION ITEMS/DISCUSSION**

Sheriff Heuerman requested the Commission to certify the list of promotional candidates for the position of Sergeant within the Law Enforcement Division. He advised the Commission that there are nine applicants on the list. Discussion followed about the qualifications of the applicants. Commissioner Cunningham moved to accept the list of candidates, seconded by Commissioner Clark, motion passed. All nine applicants were certified, and the list will be current through October 4, 2025.

**OTHER BUSINESS**

Sheriff Heuerman spoke to the Commission about the Open Meetings Act (OMA). We do have to allow people to speak at our meetings. However, if the Merit Commission wants to set up a time limit or adopt a rule on how long an individual can talk, we can discuss. Individuals are allowed to video (record meetings). Sheriff thought the Commissioners should review the OMA and then we can discuss further during the January 2024 meeting. Commissioner Cunningham suggested a two-minute time limit to speakers. Sheriff Heuerman also mentioned this situation may never come up during our meetings.

**ADJOURNMENT**

Motion to adjourn the meeting by Commissioner Clark, seconded by Commissioner Cunningham. The meeting adjourned at 1:17 p.m.

Respectfully submitted,

*Teresa Schlein*

Teresa Schlein/Merit Commission