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Elburn & Countryside Fire Protection District
Board of Trustees and Board of Fire Commissioners
Special Meeting
06/03/15

Date: June 3rd, 2015

To: President & Trustees

From: Administrative Assistant Pamela C. Hall

Chairman Robert Loula called the Special Meeting to order at 5:03 pm with the following persons in attendance:

R. Loula R. Gurgos E. Steel J. Childress B. Schopp L. Engberg M. Anderson
K. Callaghan C. Hanson P. Hall

Public Comment:

- None

Trustee B. Schopp recused himself from the interview process. He stated that it was a conflict of interest for him to be present due to being related to one of the applicants.

Other Concerns:

- Chief Callaghan reviewed the promotional process with the Board of Fire Commissioners. He stated that he needed board approval to finalize the timeline so the process can be started.
- Chief Callaghan noted that the Lieutenant/Captain list expires on January 28th, 2016. There is the potential that eight individuals will test. Two dates will be needed for interviews with four interviews per evening. The subjective evaluations will take place on October 21, 2016 and October 22, 2016.

E. Steel made a motion to accept the timeline and schedule as proposed for the promotional process. R. Gurgos seconded the motion. It was voted on and approved.

Chairman Robert Loula Comments:

- 1) Fire Marshal Interviews

Executive Session:

At 5:17 pm, Chief Callaghan called an executive session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine validity).

At 5:17 pm, a motion to go into executive session was made by R. Gurgos. E. Steel seconded the motion.

Roll Call Vote	6	Ayes
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	0	Nays
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	2	Absent
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In attendance:

R. Loula R. Gurgos E. Steel J. Childress L. Engberg M. Anderson K. Callaghan
C. Hanson P. Hall

Applicant #1, Lt. Lisa Schopp, started her interview at 5:19 pm and concluded at 5:31 pm.

At 5:32 pm, the executive session ended with a motion by R. Gurgos. E. Steel seconded the motion.

Roll Call Vote	6	Ayes
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0	Nays
2	Absent

At 6:14 pm, a motion to reconvene executive session was made by E. Steel. R. Gurgos seconded the motion.

Roll Call Vote	6	Ayes
	0	Nays
	2	Absent

In attendance:

R. Loula	R. Gurgos	E. Steel	J. Childress	L. Engberg	M. Anderson	K. Callaghan
C. Hanson	P. Hall					

Applicant #2, Lt. Greg Algrim, started his interview at 6:15 pm and concluded at 6:31 pm.

At 7:17 pm, the executive session ended with a motion by R. Gurgos. E. Steel seconded the motion.

Roll Call Vote	6	Ayes
	0	Nays
	2	Absent

Action taken after executive session:

- E. Steel made a motion to authorize the administration present the recommended candidate at the Elburn & Countryside Fire Protection District Board of Trustees meeting on June 8th, 2015 for final approval.

Other Concerns:

- Assistant Chief Hanson notified that board members that there is a signature board at the new headquarters station that they are welcome to come in and sign. If they are interested in doing so, he requested they stop in this week. He also noted that Photographer U. Rotter will be at Station One on Monday, June 8th, 2015 to take their pictures for the website.
- Administrative Assistant P. Hall stated that due to the changes on both boards, new desk bars and badges are needed. She confirmed who was in need of one and also requested the board members email her with their shirt sizes.
- Fire Commissioner R. Loula stated that he will be out of town for the Board of Fire Commissioners regularly scheduled meeting and requested the date be changed to July 15th, 2015.

E. Steel made a motion to cancel the July 8th, 2015 Board of Fire Commissioners meeting and rescheduled it for July 15th, 2015 at 5:00 pm. R. Gurgos seconded the motion. It was voted on and approved.

At 7:19 pm, J. Childress made a motion to adjourn. M. Anderson seconded the motion. It was voted on and approved.

Respectfully Submitted,
Pamela C. Hall, Administrative Assistant
Elburn & Countryside Fire Protection District