

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
10/14/2020

Date: Wednesday, October 14, 2020 5:00 pm

Chairman Stephen Herra called the meeting to order at 5:00 pm with the following people in attendance.

S. Herra P. Panagakis C. Thomas M. Hanson M. Huneke P. Hall

Chairman S. Herra led the Board of Fire Commissioners in the Pledge of Allegiance.

Public Comment:

- None

Previous Meeting Minutes:

- a) Motion to approve the meeting minutes from July 22nd, 2020

S. Herra called for any additions or corrections to the meeting minutes.

C. Thomas made a motion to approve the meeting minutes from July 22nd, 2020. P. Panagakis seconded the motion. It was voted on and approved with copies placed on file.

- b) Motion to approve the special meeting minutes from September 8th, 2020

S. Herra called for any additions or corrections to the special meeting minutes.

P. Panagakis made a motion to approve the special meeting minutes from September 8th, 2020. C. Thomas seconded the motion. It was voted on and approved with copies placed on file.

Attorney Report

- Not present

Staff Reports

- 1) Chief J. Cluchey

- Not present

- 2) Assistant Chief M. Hanson

- Assistant Chief M. Hanson informed the Board of Fire Commissioners that the Swearing In Ceremony for FF/PM C. Meyers, FF/PM A. Oliver & FF/PM S. Walter was held on October 3rd, 2020 at 5:45 pm. He noted that these employees were all APT employees and it has been a great transition to full time.

- Discussion was held in regards to vacancies. Assistant Chief M. Hanson noted that FF/PM D. Czaruk is in a temporary Lieutenant position so there are no vacancies at this time.

- 3) Assistant Chief M. Huneke

- No report

- 4) Administrative Assistant P. Hall

- Administrative Assistant P. Hall presented the Board of Fire Commissioners with a list noting candidates that have been hired, candidates that took a bye or were skipped on the current list of eligible candidates for the position of FF/PM. A copy has been placed on file.

Old Business

- None

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
10/14/2020

New Business

1) ECFPD Board of Fire Commissioners Rules and Forms

- a) Motion to approve revised ECFPD Board of Fire Commissioners Rules and Forms
- Assistant Chief M. Hanson informed the Board of Fire Commissioners that the commission rules need to be revised to include Apprentice Preference Points. The Board of Fire Commissioners reviewed the rules, forms and proposed changes. He noted that all language changes have been reviewed and approved by Attorney S. Flaherty.
 - Assistant Chief M. Hanson noted that the administration and union have agreed to the potential of awarding a total of 10 Apprentice Preference Points. The administration would have the ability to award up to 5 points and the union would have the ability to award 5 points. A committee would be formed and guidelines established so the process is consistent.
 - Discussion was held in regards to the progressive employment beginning with the Explorer Post, then Recruits, then APT with seamless transitions. The Commissioners also noted that a maximum of 10 Apprentice preference points is fair for other applicants that are coming from outside agencies to test.

C. Thomas made a motion to approve the revised ECFPD Board of Fire Commissioners Rules and Forms. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call

- 3 Ayes
0 Nays
0 Absent

2) New List of Eligible Candidates

a) Motion to approve testing process with National Testing Network/Ergometrics

- Administrative Assistant P. Hall presented the Board of Fire Commissioners with a copy of the posting to begin the process of creating a new list of eligible candidates for Firefighter/Paramedic for their review. A copy has been placed on file.
- Administrative Assistant P. Hall noted that the advertisement/posting will run for six week, October 15, 2020 thru November 27, 2020, utilizing online applications with the National Testing Network

C. Thomas made a motion to approve the testing process with National Testing Network/Ergometrics. S. Herra seconded the motion. It was voted on and approved.

b) Motion to approve the Orientation Date; December 9th, 2020

- Administrative Assistant P. Hall informed the Board of Fire Commissioners that the district wishes to schedule the mandatory orientation at Station #1 on December 9th, 2020 at 7:00 pm.

C. Thomas made a motion to approve December 9th, 2020 for the mandatory Orientation. P. Panagakis seconded the motion. It was voted on and approved.

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
10/14/2020

c) Interviews - Number of Candidates to Interview and Interview Dates

i. Motion to approve Interview Dates; January 13, 2021, January 14, 2021, January 19, 2021 & January 20, 2021.

- Administrative Assistant P. Hall informed the Board of Fire Commissioners that they need to determine how many candidates they wish to interview. Discussion was held and the Board of Fire Commissioners agreed on twenty-five (25) candidates.
- Administrative Assistant P. Hall informed the Board of Fire Commissioners that the district wishes to schedule the interview dates for January 13, 2021, January 14, 2021, January 19, 2021 & January 20, 2021. The Board of Fire Commissioners agreed.

C. Thomas made a motion to approve interview dates for January 13, 2021, January 14, 2021, January 19, 2021 & January 20, 2021. S. Herra seconded the motion. It was voted on and approved.

Good of the Organization

- No comment

S. Herra made a motion to adjourn the meeting at 5:24 pm. C. Thomas seconded the motion. It was voted on and approved.

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