

Elburn & Countryside Fire Protection District  
Board of Fire Commissioner's Special Meeting  
11/14/19

Date: Thursday, November 14, 2019 5:00 pm

Secretary P. Panagakis called the meeting to order at 5:00 pm with the following people in attendance.

S. Herra	P. Panagakis	C. Thomas	C. Cluchey	M. Hanson
M. Huneke	P. Hall	S. Flaherty	T. Reynolds	

Commissioner C. Thomas led the Board of Fire Commissioners in the Pledge of Allegiance.

Secretary P. Panagakis noted that the board needed to designate a commissioner as Chairman Pro-Tempore. S. Herra made a motion to approve Commissioner Stephen Herra as the Chairperson Pro-Tempore. P. Panagakis seconded the motion. It was voted on with a roll call vote and approved.

<u>3</u>	Yay
<u>0</u>	Nay
<u>0</u>	Absent

Public Comment:

- None

Swearing In Ceremony; Commissioner Christian Thomas

- Chief Cluchey introduced Christian Thomas to the Board of Fire Commissioners. He noted that the ECFPD Board of Trustees appointed Mr. Thomas as a Fire Commissioner at their August 12<sup>th</sup>, 2019 meeting.
- Trustee T. Reynolds performed the swearing in ceremony for Fire Commissioner Christian Thomas.

New Business:

- 1) Election of Officers
  - a) Motion to approve Election of Officers (Roll Call Vote)

C. Thomas made a motion to approve Steve Herra as the Chairperson. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote	<u>3</u>	Ayes
	<u>0</u>	Nays
	<u>0</u>	Absent

S. Herra made a motion to approve Peter Panagakis as the Secretary/Treasurer. C. Thomas seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote	<u>3</u>	Ayes
	<u>0</u>	Nays
	<u>0</u>	Absent

Elburn & Countryside Fire Protection District  
Board of Fire Commissioner's Special Meeting  
11/14/19

Public Comment:

- None

Approval of Minutes:

Discussion was held in regards to Commissioner C. Thomas and Commissioner P. Panagakis not being present at all of the meetings. It was determined that Commissioner C. Thomas would abstain from voting on all meeting minutes. It was also determined that Commissioner P. Panagakis was not present for all the meetings so he will only be voting on meetings that he was present for and abstaining from the rest.

- a) Motion to approve the meeting minutes from April 10, 2019, May 8, 2019, May 22, 2019 and August 7, 2019.

S. Herra called for any additions or correction of the meeting minutes from April 10, 2019, May 8, 2019, May 22, 2019 and August 7, 2019.

S. Herra made a motion to accept the minutes. The remaining current commissioners were not in place at the time of the meeting so there is no second to the motion. It was voted on and approved with copies placed on file.

Roll Call Vote	<u>1</u>	Ayes
	<u>0</u>	Nays
	<u>2</u>	Abstain

- b) Motion to approve the special meeting executive session minutes from August 13, 2019 and August 29, 2019

S. Herra called for any additions or correction of the meeting minutes from August 13, 2019 and August 29, 2019.

S. Herra made a motion to accept the minutes. P. Panagakis seconded the motion. It was voted on and approved with copies placed on file.

Roll Call Vote	<u>2</u>	Ayes
	<u>0</u>	Nays
	<u>1</u>	Abstain

- c) Motion to approve the special meeting executive session minutes from May 8, 2019 and May 22, 2019

S. Herra called for any additions or correction of special meeting executive session minutes from May 8, 2019 and May 22, 2019.

S. Herra made a motion to accept the minutes. The remaining current commissioners were not in place at the time of the meeting so there is no second to the motion. It was voted on and approved with copies placed on file.

Roll Call Vote	<u>1</u>	Ayes
	<u>0</u>	Nays
	<u>2</u>	Abstain

Attorney S. Flaherty Comments:

- No report

Elburn & Countryside Fire Protection District  
Board of Fire Commissioner's Special Meeting  
11/14/19

Chief J. Cluchey Comments:

- No report

Assistant Chief M. Hanson Comments:

- No report

Administrative Assistant P. Hall Comments:

- No report

Old Business:

- None

New Business:

- Attorney S. Flaherty recommended the Board of Fire Commissioners have a special meeting to meet with the Special Council Attorney James Knippen. The meeting would be to learn how disciplinary hearings are conducted, the do's and don'ts and how the whole process works. The Board of Fire Commissioners agreed that a special meeting should be scheduled.
- Per Attorney S. Flaherty's request, Administrative Assistant P. Hall contacted Attorney J. Knippen and there are four dates for the board to choose from that Attorney J. Knippen is available to meet; November 19<sup>th</sup>, 2019, November 20<sup>th</sup>, 2019, November 21<sup>st</sup>, 2019 or December 5<sup>th</sup>, 2019.
- The Board of Fire Commissioners agreed to have a special meeting at Station #1 on November 19<sup>th</sup>, 2019 at 5:00 pm.

Good of Organization:

- Chief J. Cluchey informed the Board of Fire Commissioners that Lt. Michael Huneke is the acting Assistant Chief. Due to Assistant Chief Haley being out on administrative leave, the administration is short-handed. There is still a need to run the fire district during this process. Lt. Huneke is assisting with several projects such as the new engine, levy preparation, running the duty car, Station #3, etc...
- Chief J. Cluchey informed the Board of Trustees that the administration has received the results from the ISO evaluation this summer. In our rural areas, we improved from a Class 4 to a Class 3 in most areas. In our areas with hydrants and in proximity to a recognized fire department, we improved from a low Class 2 to a high Class 2-placing us in the top 3.5% in the nation.
- Chief J. Cluchey informed the Board of Fire Commissioners that the district will be starting union contract negotiations in January 2020. After the contract is finalized, the fire commission rules will need to be revised to be congruent with state laws and the collective bargaining agreement.
- It was noted that the current Promotional list being a three year list and the Firefighter/Paramedic list being a two year list. The lists were both created in 2019 so the Board of Fire Commissioners will be able to focus on updating the commission rules at their quarterly meetings.

At 5:30 pm, S. Herra made a motion to adjourn the meeting. C. Thomas seconded the motion. It was voted on and approved.

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