



*Tri-State Fire Protection District
Board of Commissioners*



MONTHLY BUSINESS MEETING

6:30PM – Tuesday, March 12, 2013

10S110 Madison St., Burr Ridge, IL

AGENDA

- I. CALL MEETING TO ORDER**
- II. APPROVAL OF THE REGULAR MEETING MINUTES OF THURSDAY
FEBRUARY 14, 2013**
- III. COMMUNICATIONS.**
 - a) To Commission -
 - b) Voice mail messages update – February to March
 - c) Chief’s Report –
 - d) Other communications – Northern Illinois Alliance newsletters
 - e) Approve Invoices – SelectionWorks, Invoice #1064 Dated 2/27/13 \$643.00 for entry level testing
- IV. OLD BUSINESS.**
 - a) Review new hire status – David Davis
 - b) Review SelectionWorks Oral Interview Information and entry level firefighter lists
- V. NEW BUSINESS**
 - a) Annual Budget
 - b) Other New Business (While matters not appearing on the Agenda may be discussed and considered under New Business – no specific, final action may be taken until a specific matter appears on an Agenda and the public has notice that the topic is before the Commission.
- VI. CLOSED SESSION – (If necessary)**
- VII. OPEN FORUM – AUDIENCE**
- VIII. BOARD MEMBER QUESTIONS AND COMMENTS**
- IX. ADJOURNMENT**

TRUSTEES

Hamilton "Bo" Gibbons
Jill K. Strenzel
Michael L. Orrico



CHIEF ADMINISTRATOR

Michelle A. Gibson

DEPUTY CHIEF

Paul L. Ross

DEPUTY CHIEF

Jack L. Mancione

TRI-STATE

FIRE PROTECTION DISTRICT

419 PLAINFIELD ROAD • DARIEN, ILLINOIS 60561 • (630) 323-6445

Minutes of the Regular meeting of the Board of Fire Commissioners for the TRI-STATE Fire Protection District....For March 12, 2013 ...Station #3...Burr Ridge, ILL.

I. CALL MEETING TO ORDER

Meeting called to order at 1830 hours by Commissioner Jewell. Present: Commissioner Anderson, Commissioner Baumbach. Also Present: Recording Secretary, Jacqueline Timmons.

II. APPROVAL OF THE REGULAR MEETING MINUTES OF THURSDAY, FEBRUARY 14, 2013

A motion was made by Commissioner Baumbach to approve the Regular Meeting minutes, second by Commissioner Anderson. Voice vote: Aye, 3; No, 0; Passed.

III. COMMUNICATIONS

- a) To Commission – All of the Commissioners have received the Economic Interest Statement from the County Clerk. Commissioner Jewell received a box of individual files from Selection Works for the individuals on the preliminary list. The Northern Alliance newsletter was received. The pre-employment physical information for David Davis was received indicating he is fit for duty. Commissioner Jewell said a copy of the letter saying he is fit for duty needs to be sent to the District.
- b) Voice mail messages update – February-March – There was a message from G2 Builders asking about Knox-Boxes for the MECCA project. Commissioner Baumbach called them and told them that they are not the proper person to ask.
- c) Chief's Report/Communications – No Chief's report.
- d) Other Communications –
- e) Approve Invoices – Selection Works, Invoice #1064 Dated 2/27/13 for \$643 for entry level testing. An invoice was received from Selection Works for \$643, which includes the \$4100 in application credits for the entry level testing. An invoice was received from Health Endeavors in the amount of \$735 for the pre-employment physical of David Davis. An invoice was received from Jacqueline Timmons, recording secretary, in the amount of \$50 for secretarial services for the months of January and February. A motion was made by Commissioner Jewell to approve the invoices and submit for payment, second by Commissioner Anderson. Roll Call Vote:

Commissioner Baumbach, aye; Commissioner Anderson, aye;
Commissioner Jewell, aye. Motion passes.

IV. OLD BUSINESS

- a) Review new hire status – David Davis. The District will get him in for hire.
- b) Review Selection Works Oral Interview Information and entry level firefighter lists. Commissioner Jewell gave notice to line up eight people for the oral interview. The Commissioners will sit in on one of the interviews.
- c) The Lieutenant List will expire October 13, 2013. The Battalion Chief List is exhausted. Commissioner Jewell will check with the District to see if they anticipate any changes that will necessitate a new Battalion Chief List. The process will continue under the old rules. The process should begin for testing to update the Lieutenant's List.

V. NEW BUSINESS

- a) Annual Budget - A blank work sheet was given to the Commissioners for the annual budget. Commissioner Jewell will ask for an itemized budget with the year-to-date figures. Commissioner Jewell said it should be budgeted for the Lieutenants exam and the Battalion Chief exam.
- b) Other New Business (While matters not appearing on the Agenda may be discussed and considered under New Business – no specific, final action may be taken until a specific matter appears on an Agenda and the public has notice that the topic is before the Commission). Commissioner Anderson noted that there he has not received an updated roster. Commissioner Jewell will request an updated roster from the District. Illinois Fire Chiefs can handle both the Lieutenants and the Battalion Chief exams. A price will be requested from Selection Works also.


VI. CLOSED SESSION (If necessary) – No Closed Session.

VII. OPEN FORUM - AUDIENCE – No audience.

VIII. BOARD MEMBER QUESTIONS AND COMMENTS – No comments or questions.

IX. ADJOURNMENT: Motion made by Commissioner Baumbach to adjourn, second by Commissioner Jewell. Voice vote: Aye 3, No 0, Passed. The meeting adjourned at 1847 hours.

Respectfully Submitted,



Christopher J. Baumbach, Secretary
Board of Fire Commissioners