



*Tri-State Fire Protection District
Board of Commissioners*



MONTHLY BUSINESS MEETING

**6:30PM – Tuesday, April 9, 2013
10S110 Madison St., Burr Ridge, IL**

AGENDA

I. CALL MEETING TO ORDER

II. APPROVAL OF THE REGULAR MEETING MINUTES OF THURSDAY 3/12/13

III. COMMUNICATIONS.

- a) To Commission -
- b) Voice mail messages update – March - April
- c) Chief's Report –
- d) Other communications –
- e) Approve Invoices

IV. OLD BUSINESS.

- a) Review Oral Interview results from SelectionWorks. Prepare final entry level list
- b) Follow up on exhausted Battalion Chief List / needs of Department
- c) Review quotes for Lieutenant testing
- d) Annual Budget – review previous years expenses and assemble new budget.
- e) IFPCA Spring Seminar – May 3, 4th and 5th
- f) Follow up – filing of Economic Interests with County Clerk
- g) Swearing in of probationary FF David Davis
- h) Follow up on District Roster

V. NEW BUSINESS

- a) 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 April 9, 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: Gary Schluntz, Charles Corrao, David Davis and Recording Secretary, Jacqueline Timmons.

II. APPROVAL OF THE REGULAR MEETING MINUTES OF TUESDAY, MARCH 12, 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 – The current roster that was requested from the District was received. A copy of the letter sent to David Davis stating that he will report for duty April 1st was received.
- b) DuPage County statements of economic interest were received by each of the Commissioners – these were completed and given to the District.
- c) The packet for the Illinois Fire and Police Commissioner seminar was received by all of the Commissioners.
- d) Voice mail messages update – March-April – There were no voice mails. The password was changed again.
- e) Chief's Report/Communications – No Chief's report.
- f) Other Communications – No other communications.
- g) Approve Invoices – No invoices.

IV. OLD BUSINESS

- a) Oral interview results from SelectionWorks for entry level candidates were reviewed. All 7 passed who showed up for interviews, one name was struck from the list for non-attendance of the interview. A final rank order list was prepared and will be sent by Board Secretary Baumbach to the candidates.
- b) Follow up on exhausted Battalion Chief List/needs of Department – The Battalion Chief List expires August 10, 2014, but is exhausted. Patrick Brenn was the last name on the list. Commissioner Jewell will ask Chief Gibson about the Department's needs.
- c) Review quotes for Lieutenant testing - There is one name, Daniel Neimeyer, that is on the Lieutenant List and is to expire October 2013. Commissioner Jewell is requesting quotes from Selection Works and Stanard & Associates for the Battalion Chief and the Lieutenant testing. Quotes should be received next week.

- d) Annual Budget – review previous year’s expenses and assemble new budget. A review of annual Commission expenses was received from the District to prepare the budget. It will be reviewed and this will be tabled until the next meeting. Commissioner Anderson will prepare a draft for next meeting.
- e) IFPCA Spring Seminar – May 3rd, 4th and 5th – Commissioner Jewell will attend. Commissioner Baumbach will not be able to attend. Commissioner Anderson may attend.
- f) Follow up – filing of Economic Interests with County Clerk – Forms were filled out and copies were given to the District for each commissioner.
- g) Swearing in of probationary FF David Davis – The swearing in of David L. Davis was moved up to earlier in the meeting at 1833 hours. Commissioner Baumbach performed the swearing in and congratulations were given to Mr. Davis.
- h) Follow up on District Roster – There is some incorrect information listed for Commissioner Jewell and Commissioner Anderson has a new fax number. Each commissioner will notify the District to correct information.

V. NEW BUSINESS

- a) 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) – No Closed Session.

VII. OPEN FORUM – AUDIENCE – No questions.

VIII. BOARD MEMBER QUESTIONS AND COMMENTS – The Selection Works process for the oral interviews went well. Commissioner Baumbach sat in on three of them. Commissioner Anderson would like to see how they scored the one candidate that he sat in on.

IX. ADJOURNMENT: Motion made by Commissioner Anderson to adjourn, second by Commissioner Baumbach. Voice vote: Aye 3, No 0, Passed. The meeting adjourned at 1849 hours.

Respectfully Submitted,


Christopher J. Baumbach, Secretary
Board of Fire Commissioners