

FOUNDED IN 1946

TRUSTEES

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



CHIEF ADMINISTRATOR

Michelle A. Gibson

DEPUTY CHIEF

DEPUTY CHIEF

Jack L. Mancione

**TRI-STATE
FIRE PROTECTION DISTRICT**

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

**NOTICE
OF SPECIAL MEETING FOR THE
TRI-STATE FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS**

The Board of Fire Commissioners has scheduled a Special Meeting for Wednesday May 29, 2013 at 6:30 p.m. The location will be Station #3, 10S110 S. Madison St., Burr Ridge, Illinois. The purpose of this meeting is to select testing agencies for Lieutenant's promotional examination.

**Posted By: Deborah Gergits
Finance Director
24, May 2013**

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Minutes of the Special Meeting of the Board of Fire Commissioners for the TRI-STATE Fire Protection District.....For May 29, 2013 ...Station #3...Burr Ridge, ILL.

I. CALL MEETING TO ORDER

The Special Meeting called to order at 1830 hours by Commissioner Jewell for the purpose of reviewing the quotes to finalize the promotional testing and to finalize the new budget. Present: Commissioner Baumbach. Also Present: Recording Secretary, Jacqueline Timmons. Absent (and excused): Commissioner Anderson.

II. OLD BUSINESS

- a) Reviewed quotes from SelectionWorks, Illinois Fire Chiefs and Stanard and Associates to finalize promotional testing. The Illinois Fire Chiefs Association has a more comprehensive Assessment Center and will better serve the needs of the Commission. Commissioner Jewell recommended we proceed with them for the Assessment Center. There are between three and seven potential candidates who will sit for the Lieutenants Exam. A review of providers for the written exam was done. Stanard & Associates was recommended as the best alternative. They can quickly put together the study guide and proceed with the test. In addition, they allow us to administer the exam which saves money on the testing process. We have a \$597.50 credit from the last promotional test. Their quote is \$7200 for seven candidates. The price may be less since there may be as few as three candidates. The Board has come to a consensus on the testing companies. The test dates will follow. Commissioner Baumbach made a motion that Stanard & Associates be used for the written exam and the Illinois Fire Chiefs Association be used for the Assessment Center, seconded by Commissioner Jewell. Voice vote: Aye, 2; No, 0; Passed. The Assessment Center will be given first. Commissioner Jewell will work with the companies for scheduling.
- b) Annual Budget – review expenses last year and finalize new budget. There was discussion and agreement to include Battalion Chief testing in the budget since there was only one name remaining on the list and that there could be potential retirements. The figures were reviewed for the 2012-2013 budget. Roll Call vote was taken to approve the budget. Commissioner Baumbach, aye; Commissioner Jewell, aye. Motion passed. The proposed budget for the Board of Fire Commissioners for the 2012-2013 fiscal year is \$49,200 and the individual line items will be submitted to the District.


III. NEW BUSINESS

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

V. OPEN FORUM – AUDIENCE – No questions.

- VI. BOARD MEMBER QUESTIONS AND COMMENTS –
VII. ADJOURNMENT: Motion made by Commissioner Baumbach to adjourn, second by Commissioner Jewell. Voice vote: Aye 2, No 0, Passed. The meeting adjourned at 1854 hours.

Respectfully Submitted,



Christopher J. Baumbach, Secretary
Board of Fire Commissioners