



*Tri-State Fire Protection District  
Board of Commissioners*



**MONTHLY BUSINESS MEETING**

**6:30PM – Tuesday, November 18, 2014  
10S110 Madison St., Burr Ridge, IL**

**AGENDA**

**I. CALL MEETING TO ORDER**

**II. APPROVAL OF THE REGULAR MEETING MINUTES OF 10/14/2014**

**III. COMMUNICATIONS.**

- a) To Commission –
- b) Voice mail messages update –October to November
- c) Chief's Report – Chief Jack L. Mancione
- d) Other communications –
- e) Approve Invoices –

**IV. OLD BUSINESS.**

- a) Entry Level FF Update and potential list development
- b) Legal update

**V. NEW BUSINESS**

- a) Swearing in of New Fire Fighters and presentation of certificates.
- 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 – To discuss pending litigation ( If necessary )**

**VII. OPEN FORUM – AUDIENCE**

**VIII. BOARD MEMBER QUESTIONS AND COMMENTS**

**IX. ADJOURNMENT**



*Tri-State Fire Protection District  
Board of Commissioners*



**Minutes of the Re-scheduled November 11<sup>th</sup>  
Regular meeting of the Board of Fire Commissioners  
for the TRI-STATE FIRE PROTECTION DISTRICT  
Held November 18, 2014**

**I. CALL MEETING TO ORDER**

Meeting called to order at 1830 hours by Commissioner Jewell. Present: Commissioner Anderson and Commissioner Camden. Also Present: Special Assistant to the Board of Fire Commissioners Christopher J. Baumbach, Recording Secretary, Jacqueline Timmons, Chief Administrator Jack L. Mancione, Dominic Garry, Rich Wolverton, Kristy Wolverton, Cindy Wolverton, Kim Shreve, Doug Shreve, Brandon Shreve, Ryan Shreve, Katie Georgacopaues, Paul Garry, Tiffany Garry, Janice Garry, Maryann Raimondi, Frank Raimondi, Shelly Carbone and Sandy Mahn.

“The ceremonial swearing in of New Firefighters Steven Garry, Michael Raimondi and Steven Shreve was made and family and friends were present. “

**II. APPROVAL OF THE REGULAR MEETING MINUTES OF 10/22/2014**

A motion by Commissioner Anderson to approve the Regular meeting minutes of October 22, 2014, as written, second by Commissioner Jewell. Voice Vote: Aye 2, No 0; passed. Commissioner Camden abstained as he was not on the Board at the time of the last meeting.

**III. COMMUNICATIONS**

- a) To Commission – An e-mail was received regarding a possible Human Resources training seminar that the Administrative Staff could attend. Commissioner Jewell passed that along to the Chief. Fire and Police Selection, Inc., sent a brochure about their testing service. Correspondence was received from firefighter candidate William Dearth stating that he is unable to continue in the process at this time. He is taking a pass. Notice was posted October 23<sup>rd</sup> by Terri Radek, the Administrative Assistant, showing the date change for tonight’s meeting.
- b) Voice mail messages update – October to November. Messages were not checked.
- c) Chief’s Report – The Chief’s Summary Report is 8 pages long and will be sent to the Commissioners. All press releases go to the website. The three new hires will be added to the roster, but does not bring to full strength. Chief Mancione advised there is a spending guideline and hiring guideline and no new firefighters will be taken off the eligibility list until that issue is reevaluated.
- d) Other Communications – Commissioner Jewell did speak to legal counsel and there is no problem with former commissioner Christopher Baumbach serving in the position of Special Assistant as long as he is willing to do so. He will help bring Commissioner Camden up to speed.
- e) Approve Invoices – An invoice was received from Recording Secretary Jacqueline M. Timmons in the amount of \$25.00 for the month of October Regular minutes. Motion made by Commissioner Anderson, seconded by Commissioner Camden to approve the invoice and submit for payment. Roll Call Vote: Commissioner Commissioner Anderson, aye; Commissioner Camden, yes; Commissioner Jewell, yes. Motion passes.

**IV. OLD BUSINESS**

- a) Entry Level FF Update and potential list development – There are four candidates on the list. One is not interested, one has a conditional offer of employment from another village and the other two are still interested. One is also still pending. Dates will be put together for possible testing. Hinsdale South will need to be contacted to reserve a date for the test. The contact is Eric Martzolf. Chris Baumbach will check with his wife to see if that is still the correct contact person. Commissioner Jewell will contact Selection Works, the testing company, and get them started on the process. The cost to the candidates will be \$35 for an application.
- b) Legal Update – The David Basek hearing is set for December 4<sup>th</sup>. The Judge mandated that only a representative of the Trustees, Chief Mancione, the individual involved and his attorney, and the decision maker of the insurance carrier must be in the room. It may be more of a mediation. At

the end of the 35-day submission, briefs were submitted regarding the promotional lawsuit. It will probably be 90-120 days before any decision is heard.

V. NEW BUSINESS

- a) Swearing in of New Firefighters and presentation of certificates. New firefighters Steven Garry, Michael Raimondi and Steven Shreve were sworn in at the beginning of the meeting. Certificates were presented. Family and friends left the meeting at the conclusion of the swearing in ceremony.
- b) Approve 2015 Commission Meetings schedule. Commissioner Anderson made a motion to accept the meeting schedule and agenda format as presented. Second by Commissioner Jewell. Voice vote: Aye 3, No 0; Passed. The schedule of 2015 dates will be posted.
- c) 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 – To discuss pending litigation (If necessary)

VII. OPEN FORUM - AUDIENCE: No questions.

VIII. BOARD MEMBER QUESTIONS AND COMMENTS – Commissioner Anderson will get signed originals of minutes approved at the October meeting from Chris Baumbach to put in the Minute Book. The District has those minutes already. Commissioner Jewell will find out how long applicant records who never got on an Eligibility List need to be maintained. He will find out if there is a record retention policy. Commissioner Camden said records should be maintained in some form, at least a minimum of ten years. They can be digitized by a company. Commissioner Camden filled out the application for the Illinois Fire and Police Commissioner Association. Commissioner Anderson gave a set of keys to Commissioner Camden.

IX. ADJOURNMENT: Motion made by Commissioner Jewell, second by Commissioner Anderson to adjourn. Voice vote: Aye 3, No 0, Passed. The meeting adjourned at 1908 hours.

Respectfully Submitted.



William Anderson, Secretary  
Board of Fire Commissioners