



*Tri-State Fire Protection District  
Board of Commissioners*



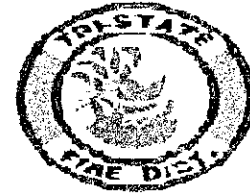
**MONTHLY BUSINESS MEETING**  
For Tuesday December 9<sup>th</sup> has been re-scheduled to  
6:00PM – Wednesday, December 10, 2014  
10S110 Madison St., Burr Ridge, IL

**AGENDA**

- I. CALL MEETING TO ORDER**
- II. APPROVAL OF THE REGULAR MEETING MINUTES OF 11/18/2014**
- III. COMMUNICATIONS.**
  - a) To Commission –
  - b) Voice mail messages update –November to December
  - c) Chief's Report – Chief Jack L. Mancione
  - d) Other communications –
  - e) Approve Invoices –
- IV. OLD BUSINESS.**
  - a) Entry Level FF Update.
  - b) IOS –Recruitment and Test Services – Firefighter Application for review.
  - c) Legal update – Hearing scheduled for December 4<sup>th</sup>
- 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 – To discuss pending litigation ( If necessary )**
- VII. OPEN FORUM – AUDIENCE**
- VIII. BOARD MEMBER QUESTIONS AND COMMENTS**
- IX. ADJOURNMENT**



*Tri-State Fire Protection District  
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Minutes of the Rescheduled December 9<sup>th</sup> Meeting  
Of the Board of Fire Commissioners for  
The TRI-STATE FIRE PROTECTION DISTRICT  
Held December 10, 2014

I. CALL MEETING TO ORDER

Meeting called to order at 1800 hours by Commissioner Jewell. Present: Commissioner Anderson and Commissioner Camden. Also Present: Recording Secretary, Jacqueline Timmons; Jeffrey Allenspach; Chief Administrator Jack L. Mancione (entered at 1807 hours).

II. APPROVAL OF THE REGULAR MEETING MINUTES OF 11/18/2014

A motion by Commissioner Anderson to approve the minutes of the Rescheduled November 10<sup>th</sup> Regular meeting held November 18, 2014, with noted corrections, second by Commissioner Camden. Voice Vote: Aye 3, No 0; passed.

III. COMMUNICATIONS

- a) To Commission – The newsletter was received from the Northern Illinois Alliance of Fire Protection Districts, FIRE Guard. Commissioner Jewell received information from IO Solutions. E-mails were received from Eric Martzolf from Hinsdale South. He sent an application that the Commissioners can fill out to get the room at Hinsdale South free of charge. The District provided Commissioner Jewell with the certificate of insurance that Hinsdale South needs.
- b) Voice mail messages update – November to December. Messages were not checked. The instructions for how to retrieve e-mail are on the bulletin board in the Commissioners' office. Commissioner Camden will learn how to retrieve the messages.
- c) Chief's Report – Chief Jack L. Mancione. Chief Mancione distributed his Operations Report for November and December. An Administrative Manual is being created for non-sworn employees. The ISO rating is back up and they are waiting for written confirmation. Station #4, the Clarendon Heights facility is being sold off, as it has now become obsolete due to the unincorporated areas now becoming incorporated and covered by other Districts. The Fire & Security contract and the alarm boards in the dispatch center will not be there after January 14, 2015, due to an ADS challenge. Notification was sent to the taxpayers informing them they will need to hire a qualified third-party alarm monitoring company. The law prevents the District from hosting an alarm board. Lisle-Woodridge and Lemont Fire Protection Districts tried to fight it and lost. TristateFD.com is the District's website. The information for the Commissioners meetings is listed there as well as District information and press releases. The first of three new ambulances has arrived. The first one will go into service January 15<sup>th</sup>. The next one will arrive in February and the last in July. The three old ambulances were traded in. There is a grant for new body armor the District is considering.
- d) Other Communications – No further communication.
- e) Approve Invoices – An invoice was received from Recording Secretary Jacqueline M. Timmons in the amount of \$25.00 for the November Regular minutes. Motion made by Commissioner Anderson, seconded by Commissioner Camden to approve the invoice and submit for payment. Roll Call Vote: Commissioner Anderson, aye; Commissioner Camden, aye; Commissioner Jewell, aye. Motion passes.

IV. OLD BUSINESS

- a) Entry Level FF Update. IO Solutions will be handling the testing. Testing will be done in January.

- b) IOS – Recruitment and Test Services – Firefighter Application for review. Commissioner Jewell has been in contact with IO Solutions. They will be handling the testing. A timeline will be coming out, but they will put it on the website and get it active in December. There will be a \$35 application fee, which should cover all the costs. They will obtain all the necessary documents. Commissioner Anderson asked if the candidates will be able to get their transcripts in time for the testing. Commissioner Jewell said it has not been an issue in the past. It will be held at Hinsdale South’s cafeteria. Commissioner Jewell will execute the contracts with Hinsdale South and with IO Solutions with the Board’s approval. The Board was in agreement. Commissioner Jewell said there is no mention of where the \$35 will be paid. It is an online collection.
- c) Legal Update – Hearing scheduled for December 4<sup>th</sup>. The legal update will be handled in Closed Session.

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)

Chief Mancione indicated that the Commissioners will be given iPads so they will be able to conduct their meeting paperlessly, making things more efficient. Chief Mancione reminded the Commissioners about the NIAFPD Conference being held February 5, 6 and 7. The Chief needs to be notified if the Commissioners will be attending. Commissioners Jewell and Anderson will attend the Saturday session. Commissioner Camden will need to wait until after the first of the year to see what his schedule is like.

VI. CLOSED SESSION – To discuss pending litigation. (If necessary) Commissioner Anderson made a motion to recess to Closed Session, second by Commissioner Jewell for the purpose of discussing pending litigation. Voice Vote: Aye 3, No, 0; Passed.

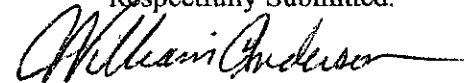
VII. REGULAR MEETING RESUMED - The Regular Meeting resumed at 1858 hours.

VIII. OPEN FORUM - AUDIENCE: Firefighter Allenspach asked when the new firefighter testing would be conducted. Commissioner Jewell stated it would be sometime in January.

IX. BOARD MEMBER QUESTIONS AND COMMENTS – Commissioner Anderson asked if there has been an answer about the record retention policy for applications of individuals that were never employed by the District. Debbi Gergits is trying to get an answer. She may need to get the answer from an archivist.

X. ADJOURNMENT: Motion made by Commissioner Camden, second by Commissioner Anderson to adjourn. Voice vote: Aye 3, No 0, Passed. The meeting adjourned at 1859 hours.

Respectfully Submitted.



William Anderson, Secretary  
Board of Fire Commissioners

SIGN IN

12-10-14

JEFF

Allenspach