



*Tri-State Fire Protection District  
Board of Commissioners*



Minutes of the Regular Meeting  
of the Board of Fire Commissioners for  
**The TRI-STATE FIRE PROTECTION DISTRICT**  
Held February 9, 2016

**I. CALL MEETING TO ORDER**

Meeting called to order at 1835 hours by Commissioner Camden. Present: Commissioner Anderson, Commissioner McMahon. Also Present: Acting Chief Administrator Patrick Brenn; Deputy Chief Edward Gergits; Firefighters Gary Schluntz, Jason E. Pawlowski, Nicole Palecl, Megan Mangiantini, Richard M. Armentano, Justin Green, Michael Stoffle; Chris Johnson, Don Bulat, Recording Secretary, Jacqueline Timmons.

**II. APPROVAL OF THE REGULAR MEETING MINUTES OF January 12, 2016 and Closed Session of January 12; Special Meeting of January 18, 2016.**

A motion by Commissioner Camden, second by Commissioner McMahon to approve the January 12, 2016, Regular Meeting minutes, as presented. Voice Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion passed. A motion by Commissioner McMahon, second by Commissioner Camden to approve the January 12, 2016, Commissioner Anderson, yes; Commissioner McMahon, yes; Commissioner Camden, yes. Motion passed. A motion by Commissioner McMahon, second by Commissioner Camden to approve the January 18, 2016, Special Meeting minutes as presented. Voice Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion passed.

**III. COMMUNICATIONS**

- a) To Commission – Illinois Fire & Police Commissioners Association.  
Membership cards were received. Fire Guard newsletter was received by the Commissioners. New firefighters Jason E. Pawlowski and Richard M. Armentano were sworn in at this point. There was a brief recess so pictures could be taken.
- b) Voice mail messages update – January to February. There were no messages.
- c) Chief's Report – The Lieutenant's Assessment Center will be held tomorrow morning and the Battalion Chief's Assessment Center will be held next week.
- d) Other Communications – No other communications.
- e) Approve Invoices – An invoice was received from Jacqueline Timmons in the amount of \$50 for the January 12<sup>th</sup> Regular Meeting and the Closed Session and preparation of the minutes. Commissioner Anderson made a motion to pay the invoice, second by Commissioner Camden. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries. An invoice was received from Theodore Polygraph Services in the amount of \$500 including polygraph and background check for Chris Friegburg. A motion was made by Commissioner Anderson to approve the invoice, second from Commissioner Camden. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; and Commissioner Anderson, yes. Motion carries. An invoice was received from Health Endeavors, Inc., in the amount of \$735 for the pre-employment physical for Michael Paruolo. Commissioner Camden made a motion to pay the invoice, second by Commissioner McMahon. Roll Call Vote: Commissioner Camden, yes;

Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries. An invoice was received from Theodore Polygraph Services for \$500 for the polygraph and background check on Trevor Gogen. Commissioner Camden made a motion to pay the invoice, second by Commissioner McMahon. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries. An invoice was received from Theodore Polygraph Services for \$500 for the polygraph and background check on Kevin Kornfrost. Commissioner McMahon made a motion to pay the invoice, second by Commissioner Camden. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries.

#### IV. OLD BUSINESS

- a) New Hire Entry Level FF Candidate status & review – Fingerprint results were received on Brad Mead. They were all satisfactory. He was notified to move ahead to Theodore Polygraph for his polygraph and background check. Polygraph results and background checks were reviewed for the candidates. Commissioner Anderson made a motion to approve Trevor Gogen, second by Commissioner Camden. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries. Commissioner Anderson made a motion to approve Chris Friegburg, second by Commissioner McMahon. Roll Call Vote: Commissioner Camden, no; Commissioner McMahon, yes. Commissioner McMahon made a motion to table the discussion for Closed Session, second by Commissioner Camden.
- b) Legal Update if any – Don Bulat said that all settlement agreements are signed and entered by the court in DuPage County.
- c) Status of Battalion Chief Testing status – The Battalion Chief Assessment Center is scheduled for February 19<sup>th</sup>.
- d) Lieutenant Testing dates scheduled – The Lieutenant Assessment Center is scheduled for tomorrow, February 10<sup>th</sup>. The written test is March 2<sup>nd</sup> or 3<sup>rd</sup>. There will be a review with the testers after the exam. The test is scheduled for 8:00 a.m.
- e) Commissioner record retention/shredding. That is still in a holding position.

#### V. NEW BUSINESS

- a) Swearing in new Firefighters – that was done earlier in the meeting.
- 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) – Commissioner McMahon made a motion to adjourn to Closed Session for purposes of personnel discussions and hiring. Second by Commissioner Camden. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries. The Regular Meeting met in Closed Session pursuant to the following Section: (5 ILCS 120/2) (Sec. 2 – (c), (1), The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body to determine its validity, as well as minutes, previous session.

VII. REGULAR MEETING RESUMED – A motion was made by Commissioner Camden to reconvene the Regular Meeting, second by Commissioner McMahon. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahon, yes; Commissioner Anderson, yes. The Regular Meeting resumed at 1912 hours. After discussions in Closed Session, Commissioner Anderson made a motion to move along or move ahead with Chris Friegburg, second by Commissioner McMahon. Roll Call Vote: Commissioner Camden, no; Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carried. The Chief

will be notified that Chris Friegburg can be moved along in the process and that he can also notify Trevor Gogen.

- VIII. OPEN FORUM - AUDIENCE: Don Bulat asked how many guys are being processed to be hired. Commissioner Camden stated the Commissioners were tasked to process three candidates at the end of last year. Two were approved tonight and Michael Paruolo is ready to start. Commissioner Anderson said they were asked for six and five of them are in the works and the sixth one will be discussed on Closed Session. Don Bulat stated that he appreciates that the Commissioners have done a better job doing the testing process. It is more informative and process is going along as it is supposed to across the board. Commissioner Anderson stated the fingerprint reports come back right away now. Don Bulat said the process seems a lot smoother than normal and a lot faster. Commissioners were hit with a bit of a logjam with all three candidates, Battalion Chiefs and Lieutenants, and that created some complication. The hope is to avoid having to do that in the same cycle. The Commissioners want to be transparent in what's happening. Don said this is the first time ever there were no complaints for the testing process. Commissioner McMahan knocked on the table. Commissioner Camden said Commissioner McMahan's action is noted. Commissioner Camden said this round of testing has been instructive as far as what elements to pick for the Assessment Center. The Commissioners have been happy with the subject matter experts. Hopefully the results will bear that out.
- IX. BOARD MEMBER QUESTIONS AND COMMENTS – Commissioner Anderson will send Trevor Gogen's application and contact information to Acting Chief Brenn. Commissioner asked if it is okay to move the March 8<sup>th</sup> Regular Meeting to March 7<sup>th</sup>. Commissioner Camden asked if the time could be set for 7:00 p.m. Commissioner Anderson will put a notice out with the change of date and time. Commissioner Camden said everything with Willow Springs seems to be moving along and there has been team effort. Acting Chief Brenn is waiting to hear from the Village Administrator as far as the next meeting. They were in the process of hiring an outside person to run the referendum, somebody that has done it for other municipalities. Commissioner Camden said there could be one or two lieutenants openings and with the new process that has to be followed, they may want to have the Union president, the Chief, someone from the Board of Fire Commissioners and someone from the Board of Trustees sit and make sure everyone is on the same page with the process. There has to be a standing list by statute, so the Commissioners fully expect to be doing the test again as the list will be exhausted.
- X. ADJOURNMENT: Motion made by Commissioner McMahan, second by Commissioner Camden to adjourn. Roll Call Vote: Commissioner Camden, yes; Commissioner McMahan, yes; Commissioner Anderson, yes. The meeting adjourned at 1913 hours.

Respectfully Submitted.

*William Anderson*

William Anderson, Secretary  
Board of Fire Commissioners