

Minutes of the Regular Meeting  
of the Board of Fire Commissioners for  
The TRI-STATE FIRE PROTECTION DISTRICT  
Held July 11, 2016

I. CALL MEETING TO ORDER

a) Roll Call - Meeting called to order at 1830 hours by Commissioner McMahon  
Present: Commissioner Anderson. Also Present: Acting Chief  
Administrator Patrick Brenn; Firefighters Jeffrey J. Allenspach; Kevin E.  
Arias; Joseph Barnes, David Davis, Trevor Goggin, Rebecca Brenn, Wendy  
Piuc; Recording Secretary, Jacqueline Timmons.

b) Pledge of Allegiance – the Pledge of Allegiance was recited by all.

Swearing in of Patrick Brenn as Deputy Chief was taken out of order and  
time given for pictures to be taken. This promotion created a vacancy in the  
Battalion Chief position. Richard Littig, Jr., was sworn in as Battalion Chief  
and time given for pictures to be taken.

II. APPROVAL OF THE REGULAR MEETING MINUTES OF June 7, 2016,  
Regular Meeting Minutes May 9<sup>th</sup>, Closed Session Minutes May 9<sup>th</sup>, Special  
Meeting Minutes May 20<sup>th</sup>, Closed Session Minutes May 20<sup>th</sup> and Special  
Meeting Minutes July 1, 2016

A motion by Commissioner McMahon, second by Commissioner Anderson to  
approve the June 7, 2016, Regular Meeting minutes. Voice Vote: Commissioner  
McMahon, aye; Commissioner Anderson, aye. Motion passed. A motion by  
Commissioner McMahon, second by Commissioner Anderson to approve the  
May 9, 2016, Regular Meeting minutes. Voice Vote: Commissioner McMahon,  
aye; Commissioner Anderson, aye; Motion passed. A motion by Commissioner  
McMahon to approve the Closed Session minutes of May 9<sup>th</sup>, second by  
Commissioner Anderson. Voice Vote: Commissioner McMahon, aye;  
Commissioner Anderson, aye. Motion passed. A motion by Commissioner  
McMahon to approve the May 20, 2016, Special Meeting minutes, second by  
Commissioner Anderson. Voice Vote: Commissioner McMahon, aye;  
Commissioner Anderson, aye; Motion passed. A motion by Commissioner  
McMahon to approve the May 20<sup>th</sup> Special Meeting Closed Session minutes.  
Voice Vote: Commissioner McMahon, aye; Commissioner Anderson, aye;  
Motion passed. A motion by Commissioner McMahon to approve the July 1,  
2016, Special Meeting minutes, second by Commissioner Anderson; Voice Vote:  
Commissioner McMahon, aye; Commissioner Anderson, aye; Motion passed.

III. COMMUNICATIONS

- a) To Commission – No communications.
- b) Voice mail messages update – June to July. There were no messages.
- c) Chief's Report – Gary Steadman is on his final week of days and will begin  
shift next week. Firefighter candidate Parlick has started in the process.
- d) Other Communications – None.

- e) Approve Invoices –An invoice was received from Jacqueline Timmons in the amount of \$100 for the May 9, 2016, Regular Meeting and Closed Session and preparation of the minutes and for the Special Meeting May 20, 2016, and Closed Session and preparation of the minutes. Commissioner Anderson made a motion to pay the invoice, second by Commissioner McMahon. Roll Call Vote: Commissioner McMahon, yes; Commissioner Anderson, yes. Motion carries.

#### IV. OLD BUSINESS

- a) Legal Update if any – There has not been any further update.
- b) Deputy Chief Testing status – The Deputy Chief List has expired. The Commissioners will be looking at scheduling another Deputy Chief Promotional test. They are not sure of when yet.
- c) Lieutenant Testing status – The Lieutenant promotional testing has begun. The Assessment Center is being done this week on Thursday. Another phase will be done in September.
- d) Commissioner record retention/shredding. No shredding has been done yet.

#### V. NEW BUSINESS

- a) Commission Board positions for 2016-2017. Commissioner Anderson moved to table the Board positions until a new Commissioner is brought on board. Second by Commissioner McMahon. Motion carried. The Commissioners will continue in their current positions until another Commissioner is brought on board.
- b) Deputy Chief Promotion – The swearing in of Patrick Brenn as Deputy Chief was moved to the beginning of the meeting.
- c) Battalion Chief Promotion – The swearing in of Richard Littig, Jr., as Battalion Chief was moved to the beginning of the meeting.
- d) 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 – No Closed Session.

VII. OPEN FORUM - AUDIENCE:

VIII. BOARD MEMBER QUESTIONS AND COMMENTS –

IX. ADJOURNMENT: Motion made by Commissioner McMahon to adjourn, second by Commissioner Anderson. Roll Call Vote: Commissioner McMahon, yes; Commissioner Anderson, yes. The meeting adjourned at 1843 hours.

Respectfully Submitted.

William Anderson, Secretary