

TRI-STATE BOARD OF FIRE COMMISSIONERS
MONTHLY BUSINESS MEETING
Held Wednesday, September 21, 2016 at 6:30 p.m.
10S110 Madison Street, Burr Ridge, IL

I. CALL MEETING TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 1845 hours by Commissioner Salvatore Molinaro. Roll Call: Commissioner Christopher Sandilands, Commissioner Cheryl Hansen. Also Present: Chief Administrator Daniel P. Niemeyer, Trustee Eric Habercoss, Trustee Joseph Wolski and Lt. Steven M. Tremper.

The Pledge of Allegiance was recited.

II. APPROVAL OF MEETING MINUTES

- a) Regular Meeting Minutes of July 11, 2016. A motion was made by Commissioner Sandilands, second by Commissioner Hansen to approve the July 11, 2016, Regular Meeting minutes as submitted. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed, 3-0.
- b) Regular Meeting Minutes of August 9, 2016. Commissioner Molinaro made a correction to show that the meeting went into Closed Session pursuant to the following rule because it discussed personnel matters and testing: (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. A motion was made by Commissioner Sandilands, second by Commissioner Hansen to approve the minutes of the August 9, 2016 meeting as corrected. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed 3-0.
- c) Closed Session Minutes of August 9, 2016. A motion was made by Commissioner Sandilands, second by Commissioner Hansen to approve the minutes of the Closed Session of August 9, 2016. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed 3-0.
- d) Special Meeting Minutes of August 24, 2016. A motion was made by Commissioner Sandilands, second by Commissioner Hansen to approve the minutes of the Special Meeting of August 24, 2016. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed 3-0.

III. COMMUNICATIONS

Amy Emerson from Testing for Public Safety submitted a proposal for the Lieutenant's exam. Her proposal did not contain any prices. A letter will be sent to Ms. Emerson thanking her for her interest, but, unfortunately, due to time constraints the Commissioners will not be able to wait for her to submit a formal proposal.

The Theodore Polygraph Services, Inc., bill for \$500 was listed under New Business, but according to the rules, it should be under Communications. The information received needs

to go into the candidate's file. Commissioner Hansen will create a file for candidate Anthony Parlick. A motion was made by Commissioner Sandilands, seconded by Commissioner Hansen to approve the invoice and submit for payment the invoice for the polygraph of Anthony Parlick. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed 3-0.

IV. OLD BUSINESS

- a) Lieutenant promotional process proposal review – Testing for Public Safety doing business as IPSP, that has been discussed under Communications. As there was no pricing submitted with her proposal, Commissioner Molinaro suggested putting that one aside. Commissioner Molinaro stated he has worked for all of these companies as an assessor, so he will abstain from voting. The Commissioners want the test audio taped or videotaped. Resource Management has the best price and was the only company that said they would audio tape or videotape the process. Commissioner Molinaro will contact Don Bulak, Union President, to ask their preference for having monitors present for the Assessment Center. A motion was made by Commissioner Sandilands to enter into an agreement with Resource Management to conduct a Lieutenant's examination, for promotional examination not to exceed \$8,000, second by Commissioner Hansen. Roll Call Vote: Commissioner Molinaro, abstained; Commissioner Sandilands, aye; Commissioners Hansen, aye. Motion carried, 2 ayes, 1 abstained.
- b) Review of background investigation report for Anthony Parlick.

V. NEW BUSINESS

- a) Theodore Polygraph Services, Inc., bill for \$500. This was covered under Communications.
- b) IL Police and Fire Commissioner Association Fall Conference – Commissioner Hansen will attend the Saturday session. Commissioner Molinaro made a motion to let Commissioner Hansen attend the Illinois Police and Fire Commissioners Association Fall Conference including two modules at a cost of \$410 in November, second by Commissioner Sandilands. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carried, 3-0.
- c) Board of Fire Commissioners attorney – Commissioner Molinaro made a motion to hire Attorney John Murphey from Rosenthal Murphey Coblentz and Donahue if an attorney is needed at a meeting, second by Commissioner Sandilands. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carried, 3-0.
- d) Board of Fire Commissioners stenographer – Commissioner Molinaro made a motion to hire Diane Cunningham as the Commission's stenographer to take minutes and produce meeting minutes at \$25 a meeting. Commissioner Molinaro, aye. Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carried, 3-0.

VI. CLOSED SESSION (If necessary) - Commissioner Molinaro made a motion to move to Closed Session for the purpose of discussing personnel matters, second by Commissioner Sandilands pursuant to rule (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. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carried, 3-0.

VII. REGULAR MEETING RESUMED – The Regular Meeting resumed at 2004 hours.

Commissioner Molinaro made a motion to accept firefighter candidate Anthony Parlick and have him continue in the hiring process, second by Commissioner Sandilands. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carries, 3-0. Commissioner Molinaro will reach out to Don Bulat at the Union to see if they want to have observers for the Assessment Center.

VIII. OPEN FORUM - AUDIENCE: No audience comments.

IX. BOARD MEMBER QUESTIONS AND COMMENTS – Commissioner Molinaro will call legal counsel to let him know he has been accepted as the Commissioners' legal counsel. There was discussion of Resource Management and if a Special Meeting needs to be called. Test candidate names should be submitted to the testing company to make sure the assessors do not know any of the candidates. Commissioner Hansen will contact Chuck Hale to let him know he has been awarded the contract. Commissioner Hansen will ask him how many questions are provided for the exam and what is provided for the base fee of \$800. The next meeting date needs to be moved to October 13th at 6:30 p.m. Commissioner Sandilands will type up the Notice of Change of Meeting Date.

X. ADJOURNMENT: Motion made by Commissioner Sandilands to adjourn, second by Commissioner Hansen. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion carried, 3-0. The meeting adjourned at 2025 hours.

Respectfully Submitted.

Cheryl Hansen, Secretary