

TRI-STATE BOARD OF FIRE COMMISSIONERS  
MONTHLY BUSINESS MEETING

Held Tuesday, October 10, 2017 at 6:30 p.m.  
10S110 Madison Street, Burr Ridge, IL

I. CALL MEETING TO ORDER

a. Roll Call

The meeting was called to order at 1830 hours by Commissioner Salvatore Molinaro. Roll Call: Commissioner Christopher Sandilands, Commissioner Cheryl Hansen. Also Present: Chief Administrator Daniel Niemeyer.

b. The Pledge of Allegiance – The Pledge of Allegiance was recited.

II. APPROVAL OF MEETING MINUTES

- a. Regular Meeting Minutes of September 11, 2017. A motion was made by Commissioner Molinaro, second by Commissioner Sandilands to approve the minutes of the September 11, 2017, Regular Meeting as submitted. Voice Vote: Aye, 3; No, 0. Motion passed, 3-0.

III. COMMUNICATIONS

- a. Correspondence – Terri Radek received the membership application for the Illinois Fire & Police Commissioners Association and forwarded it on to the Commissioners. The cost is \$375 for the Board. Commissioner Molinaro made a motion to authorize the \$375 payment for the annual membership to the Illinois Fire & Police Commissioners Association, second by Commissioner Sandilands. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye; Motion passed, 3-0.

- b. Invoices & bills – An invoice was received from Jacqueline Timmons, Recording Secretary, in the amount of \$25 for the September 11, 2017, Regular Meeting and preparation of the minutes. A motion was made by Commissioner Sandilands to approve the invoice and submit for payment, second by Commissioner Hansen. Roll Call Vote: Commissioner Molinaro, aye; Commissioner Sandilands, aye; Commissioner Hansen, aye. Motion passed, 3-0. Commissioner Hansen will fill out the application.

IV. OLD BUSINESS

a. Lieutenant promotional exam –

- i. Monitors - A letter was received from the President of the Firefighters Union waiving their right to a monitor.
- ii. Assessment Center exercises – This has not been touched on in the discussions. Per the contract, there is tactical and management evaluation. A problem employee is a good exercise. Commissioner Molinaro suggested that it be done in written form to test their writing skills.
- iii. Seniority and ascertained merit points – Chief Niemeyer used the same form as used previously. Once the information is obtained from the candidates for ascertained merit, it will be posted initially as seniority and ascertained merit calculated until the Assessment Center and Written. After that is posted, military points are solicited for to a max of 3.5 points. The Commissioners just need to initial it so it can be posted. Chief Niemeyer sought permission to send out an

e-mail to the test candidates to let them know that the use of monitors has been waived, verifying their seniority date and requesting ascertained merit information.

- b. New Firefighters hires – the three new firefighter candidates have made it through fingerprinting and have been told to make their appointments for the background investigation.
- V. NEW BUSINESS - No New Business.
- VI. CLOSED SESSION (If necessary) - No Closed Session.
- VII. OPEN FORUM – AUDIENCE - No audience comments.
- VIII. BOARD MEMBER QUESTIONS AND COMMENTS – There was discussion of anniversaries and if certificates or pins should be given. Chief Niemeyer said there is a Recognition Committee that handles that.
- IX. ADJOURNMENT: Motion made by Commissioner Molinaro to adjourn, second by Commissioner Sandilands. Voice Vote: Aye, 3; No, 0. Motion carried. The meeting adjourned at 1856 hours.

Respectfully Submitted.

Cheryl Hansen, Secretary