

**TRI-STATE BOARD OF FIRE COMMISSIONERS**  
**MONTHLY BUSINESS MEETING**  
Held Tuesday, May 14, 2019 at 4:30 p.m.  
10S110 Madison Street, Burr Ridge, IL

**I. CALL MEETING TO ORDER**

a. Roll Call

The meeting was called to order at 16:30 hours by Commissioner Cheryl Hansen. Roll Call: Commissioner William Thomas. Also Present: Fire Chief Sam Molinaro and Jacqueline M. Timmons, Recording Secretary. Absent: Commissioner Michael Mensinger.

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

**II. APPROVAL OF MEETING MINUTES**

a. Regular Meeting minutes of Tuesday, April 9, 2019. A motion was made by Commissioner Thomas to approve the minutes of the April 9, 2019, Regular Meeting as presented. Voice Vote: Aye, 2; No. 0. Motion passed, 2-0.

b. Special meeting minutes of Monday, April 22, 2019. A motion was made by Commissioner Thomas, second by Commissioner Hansen to approve the minutes of the April 22, 2019, Special Meeting as presented. Voice Vote: Aye, 2; No. 0. Motion passed, 2-0.

**III. COMMUNICATIONS**

a. Correspondence – The Northern Illinois Fire Protection District Fire Guard newsletter was received. Probationary firefighter Thomas Touhy submitted his resignation to Chief Molinaro on May 10, 2019, 7:55 p.m. by e-mail. That will be put in his file. Lieutenant James Decho submitted his resignation effective June 14, 2019.

b. Invoices & bills – An invoice was received from Resource Management for the firefighter examination in the amount of \$2,366.32. A motion was made by Commissioner Thomas, second by Commissioner Hansen to approve and submit for payment. Roll Call Vote: Commissioner Thomas, aye; Commissioner Hansen, aye. Motion passed, 2-0. An invoice was received from Jacqueline M. Timmons, Recording Secretary, in the amount of \$25.00 for the regular meeting and preparation of the minutes for the April 9, 2019 meeting. A motion was made by Commissioner Thomas, second by Commissioner Hansen to approve the invoice and submit for payment. Roll Call Vote: Commissioner Thomas, aye; Commissioner Hansen, aye. Motion passed, 2-0. An invoice was received from Theodore Polygraph in the amount of \$525 for the polygraph and background check of firefighter candidate John Connors. A motion was made by Commissioner Thomas, second by Commissioner Hansen to approve and submit for payment. Roll Call Vote: Commissioner Thomas, aye; Commissioner Hansen, aye. Motion passed, 2-0. An invoice was received from Hinsdale South in the amount of \$375 for the use of the facilities for the firefighter testing. A motion was made by Commissioner Thomas, second by Commissioner Hansen to approve the invoice and submit for payment. Roll Call Vote: Commissioner Thomas, aye; Commissioner Hansen, aye. Motion passed, 2-0.

#### **IV. OLD BUSINESS**

- a. New firefighter hires – The current list has one candidate and may be exhausted after action following the Closed Session.
- b. Status of Eligibility Testing process for 2019 list – There were 100 applicants, 7 of which were ineligible, leaving 93 applicants. There were 18 who did not show up for the test. There were 75 who took the test. Fifty-four (54) passed and 24 failed. Eight did not show up for the interviews. There are 43 candidates who will submit preference points. The deadline is Monday, May 20, 2019, at the close of business to submit their points. There were a couple discrepancies with IO Solutions this test from the previous test. Kristin did some things that were not in the contract, so the Commissioners thought those same services would be done for the current test. The list of candidates for the examination was previously compiled by IO Solutions and sent to Steve Hale. Mr. Hale from Resource Associates created his own list. Amy from IO Solutions will be compiling the preference points. The Commissioners will verify that all documents submitted were proper to receive the points.

#### **V. NEW BUSINESS**

- a. Discussion and possible action on hiring from new eligibility list – Six new firefighters need to be hired, but with the resignation of Thomas Touhy and retirement of James Decho, eight will need to be hired, possibly nine. Twelve candidates from the new List need to be sent for fingerprinting and background checks and then they will be sent for physicals. New hires need to be ready by August 31. A motion was made by Commissioner Thomas, second by Commissioner Hansen to begin the hiring process of the first 12 candidates as soon as the new List is finalized. Voice Vote: Aye, 2; No, 0. Motion passed, 2-0.
- b. Discussion and possibility of changing companies to perform background and polygraph exams for hiring process – Commissioner Hansen contacted the Illinois Fire and Police Commissioners Association to see if they have a list of companies who perform background and polygraph exams. Theodore Polygraph will be contacted to get the cost to perform psychological testing for candidates and what tests are given and a cost for that in addition to the background check and polygraph.

#### **VI. CLOSED SESSION (If necessary) – Commissioner Hansen made a motion to go into closed session pursuant to Rule 5 ILCS 120/2 (Sec. 2-(c)(1), second by Commissioner Thomas. The meeting adjourned to Closed Session at 1650 hours.**

(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 SESSION RESUMED – Commissioner Thomas made a motion to resume the Regular Meeting, second by Commissioner Hansen. Voice Vote: Aye, 2; No, 0. Motion passed, 2-0.**

- a. A motion was made by Commissioner Thomas, second by Commissioner Hansen to take a pass on candidate No. 35, John Robert Connors. Roll Call Vote: Commissioner Thomas, aye; Commissioner Hansen, aye. Motion passed, 2-0. A letter will be sent by Registered Mail declining an offer of employment.

#### **VIII. OPEN FORUM – AUDIENCE – No audience.**

- IX. BOARD MEMBER QUESTIONS AND COMMENTS – The elections of Commissioners should be added to the June 11 agenda.
- X. ADJOURNMENT: Motion made by Commissioner Thomas, second by Commissioner Hansen to adjourn. Voice Vote: Aye, 2; No, 0. Motion carried. The meeting adjourned at 1703 hours.

Respectfully Submitted,

Cheryl Hansen, Chair