

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
05/10/2022

Date: Tuesday, May 10, 2022 5:00 pm

Chairman Stephen Herra called the meeting to order at 5:00 pm with the following people in attendance.

S. Herra P. Panagakis C. Thomas J. Cluchey M. Hanson M. Huneke

Chairman S. Herra led the Board of Fire Commissioners in the Pledge of Allegiance.

Public Comment:

- None

Attorney Report

- Not present

Staff Reports

- 1) Chief J. Cluchey
 - a) Save the Date; BOF Class Graduation Ceremony May 24th, 2022
 - Chief J. Cluchey reminded the Board of Fire Commissioners that the Basic Operations Firefighter Graduation Ceremony is scheduled for 6:00 pm on May 24th, 2022 at Station #1 and that if they plan on attending to RSVP to Office Manager P. Hall by May 17th.
- 2) Assistant Chief M. Hanson
 - No report
- 3) Assistant Chief M. Huneke
 - No report
- 4) Office Manager P. Hall
 - Not present

Consent Agenda:

Consider any motions to remove any item from consent agenda and place that item under the new business or old business portion of the meeting as appropriate.

Motion to approve consent agenda items # 1 through # 4

- 1) Approve the meeting minutes from January 12, 2022
- 2) Approve the special meeting minutes from February 1, 2022
- 3) Approve the special meeting minutes to conduct Lieutenant interviews for the following dates:
 - i. March 16, 2022
 - ii. March 23, 2022
- 4) Approve the special meeting executive session minutes to conduct Lieutenant interviews for the following dates:
 - i. March 16, 2022
 - ii. March 23, 2022

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
05/10/2022

C. Thomas made a motion to approve consent agenda items #1 through #4. P. Panagakis seconded the motion. It was voted on and approved.

Old Business

- None

New Business

1) Promotional Eligibility List

a) Motion to approve the Promotional Preliminary Eligibility List

- Chief J. Cluchey reviewed the promotional preliminary eligibility list with the Board of Fire Commissioners noting that the results are the combined scores for all aspects of the testing process except for Veterans points.

S. Herra made a motion to approve the Promotional Preliminary Eligibility List as presented. C. Thomas seconded the motion. It was voted on and approved.

b) Motion to approve the Conditional Final Eligibility List

- Chief J. Cluchey reviewed the conditional final eligibility list with the Board of Fire Commissioners noting that the results are the combined scores for all aspects of the testing process. He noted that none of the candidates are veterans that he's aware of so unless a candidate submits a request for veterans points, the final results will be as listed.

P. Panagakis made a motion to approve the Conditional Final Eligibility List as presented. C. Thomas seconded the motion. It was voted on and approved.

2) Election of Officers

a) Motion to approve the election of officers (Roll Call Vote)

- Discussion was held in regards to the officer positions and it was agreed that the officers would remain the same.

P. Panagakis made a motion to approve S. Herra as Chairman and C. Thomas as Secretary of the Board of Fire Commissioners. C. Thomas seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

3) Executive Session Minutes

a) Motion to approve or deny release of executive session minutes

- Chief J. Cluchey informed the Board of Fire Commissioners that they are required to review and then either release or deny the release of executive session minutes.

S. Herra made a motion to deny the release of executive session minutes. P. Panagakis seconded the motion. It was voted on and approved.

Elburn & Countryside Fire Protection District
Board of Fire Commissioner's Meeting
05/10/2022

4) Destruction of tapes of Executive Session Minutes

- a) Motion to approve or deny the destruction of tapes of executive session minutes more than 18 months old

S. Herra made a motion to approve the destruction of executive session minutes more than 18 months old. C. Thomas seconded the motion. It was voted on and approved.

5) Entry Level Testing Process

- a) Motion to approve tentative timeline for the Entry Level Testing Process
- Chief J. Cluchey reviewed the entry level testing process timeline with the Board of Fire Commissioners.
 - i. Written Exam via National Testing Network; October 16th, 2022 – November 28th, 2022
 - ii. Virtual Orientation; December 1st, 2022 – December 31st, 2022
 - iii. Interviews; January 21st, 2023
 - iv. March 20th, 2023; New list goes into effect
- Discussion was held in regards to having a virtual orientation which allows for more candidates to be able to participate versus a one-day mandatory orientation. The Board of Fire Commissioners agreed to the virtual orientation.
- Discussion was held in regards to scheduling interviews all in one day on the weekend versus several week-night days. The Board of Fire Commissioners agreed to having interviews all in one day. If there is a large number of candidates to be interviewed, an extra day will be scheduled if needed.

S. Herra made a motion to approve the tentative timeline for the Entry Level Testing Process. C. Thomas seconded the motion. It was voted on and approved.

Good of the Organization

- Discussion was held in regards to the budget for fiscal year 2022-2023.
- Discussion was held in regards to a possible language change in the commission rules in association with Explorers to Cadets preference points.

C. Thomas made a motion to adjourn the meeting at 5:43 pm. P. Panagakis seconded the motion. It was voted on and approved.

Respectfully Submitted,

Pamela C. Hall

Office Manager

Elburn & Countryside Fire Protection District