

**Elburn and Countryside Fire Protection District
Board of Fire Commissioner's Meeting
04/08/26**

Date: Wednesday, April 8, 2026

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

In attendance:

C. Thomas S. Herra P. Panagakis M. Hanson T. Hall P. Hall T. Freeman

Public Comment:

- None

Attorney Report:

- Not present

Staff Reports:

- 1) Chief M. Huneke
 - Not present
 - Deputy Chief M. Hanson stated that Chief Huneke was not present due to attending the ESO Conference and participating in a deposition.
- 2) Deputy Chief M. Hanson
 - a) Employee Updates
 - Deputy Chief M. Hanson introduced Thomas Freeman to the Board of Fire Commissioners noting that he will succeed Fire Marshal Lisa Schopp upon her retirement next month and will assist with officer training and mentorship.
- 3) Office Manager P. Hall
 - No report

Consent Agenda:

Consider any motions to remove any item from the 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 # 1

- 1) Approve the meeting minutes from October 8th, 2025

S. Herra made a motion to approve consent agenda items # 1 through # 1. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

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Old Business:

- None presented

New Business:

- 1) Election of Officers
 - a) Motion to approve election of officers (Roll Call Vote)
- Deputy Chief M. Hanson informed the Board of Fire Commissioners that the annual election of officers is needed. The commissioners agreed that the officers will be remain as follows: Chairman Christian Thomas, Secretary Peter Panagakis & Board Member Stephen Herra.

S. Herra made a motion to approve the election of officers. 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

- 2) 2026-2027 ECFPD Board of Fire Commissioners Meeting Dates
 - a) Motion to approve 2026-2027 ECFPD Board of Fire Commissioners Meeting Dates
- Deputy Chief M. Hanson presented the Board of Fire Commissioners with the 2026-2027 ECFPD Board of Fire Commissioners Meeting Notice for review and approval. A copy has been placed on file.
- The meeting dates proposed are July 8, 2026, October 14, 2026, January 13, 2027 & April 14, 2027.

S. Herra made a motion to approve the 2026-2027 ECFPD Board of Fire Commissioners Meeting Dates. P. Panagakis 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
- HR Operations Manager P. Hall informed the Board of Fire Commissioners that they are required to review and then either release or deny the release of executive session minutes.

C. Thomas made a motion to deny the release of executive session minutes. S. Herra seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

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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
- HR Operations Manager P. Hall informed the Board of Fire Commissioners that they are required to review and then either approve or deny the destruction of tapes of executive session minutes more than 18 months old.

C. Thomas made a motion to approve the destruction of tapes of executive session minutes more than 18 months old. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

5) Current List of Eligible Candidates

- a) Motion to strike Cole Davey from the list of eligible candidates for the position of Firefighter/Paramedic
- Deputy Chief M. Hanson informed the Board of Fire Commissioners that the Board of Trustees approved hiring the next candidate on the eligibility list for the position of Firefighter/Paramedic. A conditional offer was extended to Cole Davey and he declined the position, striking him from the list.

C. Thomas made a motion to strike Cole Davey from the list of eligible candidates for the position of Firefighter/Paramedic. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

b) Matthew Thomas notification of taking a bye for the position of Firefighter/Paramedic

- Deputy Chief M. Hanson informed the Board of Fire Commissioners that the next candidate, Matthew Thomas, requested a bye.
- Deputy Chief M. Hanson noted that the next candidate, Jeremiah O'Brien, has accepted the conditional offer and is working through the hiring process with a psychological evaluation and physical exam.

C. Thomas made a motion to approve Matthew Thomas taking a bye on the list of eligible candidates for the position of Firefighter/Paramedic. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

6) FF/PM Testing

- Deputy Chief M. Hanson informed the Board of Fire Commissioners that the current list of eligible candidates for the position of Firefighter/Paramedic expires March 20, 2027.
- Discussion was held in regards to the possibility of conducting interviews on workdays instead of a Saturday or week nights. It was noted that a timeline for the next testing process will be presented at the July commissioners meeting for review and approval.

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- Plans to upstaff the medic unit and operate the new tower ladder full-time were discussed.
 - The need for 2-3 additional firefighters was identified to meet staffing requirements, with discussions on hiring timelines and budget considerations.
- 7) Lieutenant Testing
- Deputy Chief M. Hanson informed the Board of Fire Commissioners that the current list of eligible candidates for the position of Lieutenant expires March 4, 2027. Deputy Chief M. Hanson stated that there will be up to ten candidates eligible to test for the promotional list.
- 8) Battalion Chief Testing
- a) Motion to approve testing company, Resource Management Associates, for promotional assessment center process
 - Deputy Chief M. Hanson informed the Board of Fire Commissioners that the current list of eligible candidates for the position of Battalion Chief expires July 15, 2027. He noted that the first set of Battalion Chiefs hired were appointed positions. The next list for the position of Battalion Chief will be part of a testing process with input from all five Chiefs, the Fire Commissioners and one outside Chief.
 - Deputy Chief M. Hanson informed the Board of Fire Commissioners that the district has hired Resource Management Associates for many years to complete the promotional assessment center process.

C. Thomas made a motion to approve testing company, Resource Management Associates, for the promotional assessment center process. P. Panagakis seconded the motion. It was voted on and approved with a roll call vote.

Roll Call Vote

3 Ayes
0 Nays
0 Absent

Good of the Organization

- No comments

S. Herra made a motion to adjourn the meeting at 5:20 pm. C. Thomas seconded the motion. It was voted on and approved.

Respectfully Submitted,
Pamela C. Hall
HR Operations Manager
Elburn & Countryside Fire Protection District