

PALOS FIRE PROTECTION DISTRICT

MARCH 2, 2015 REGULAR TRUSTEE MEETING

CALL TO ORDER: The regular meeting of the Palos Fire Protection Board of Trustees was called to order at 7:00 p.m., March 2, 2015 by President Kevin McCurrie. The meeting was conducted at 8815 West 123rd Street, Palos Park, Illinois.

PLEDGE OF ALLEGIANCE

ROLL CALL: On call of the roll Trustees Gene Adams, Todd Thielmann, Kevin McCurrie, Rich Nogal and Russell Miller responded present.

OTHERS PRESENT: Chief Patrick Gericke, Administrative Assistant JoAnn D'Altorio, Attorney Thomas Courtney, Jr., CPA James Howard, Recording Secretary Gladys Nash and members of the public and fire department.

APPROVAL OF MINUTES: A motion was made by Trustee Nogal to approve the February 9, 2015 trustee minutes as presented. Trustee Adams seconded the motion; same carried unanimously on roll call vote.

TREASURER'S REPORT: Mr. Howard advised tax anticipation warrants are not required at this time, thus eliminating costs associated with financing. Initial receipt of second property tax installments has greatly improved the district's cash position. Payment for medical reimbursement is based on allocations. Insurance information is sometimes omitted at the time services are furnished, and invoices are sent directly to the individual. Collections for February averaged \$66,000.00. Medicare pays a small portion of the bill where applicable. Discussion was held regarding utilization of a collection agency for unpaid services. Foreign Fire Insurance funds are regulated by elected department members and the chief sits on the board. These funds are designated for the safety and benefit of department personnel. Last year \$10,000 was used to purchase turnout gear. Mr. Howard will review the Rescue Fund budget. Checks written for credit card payments were reviewed and clarified for the board. Various accounts and revenue and expenditures for the period ending January 31, 2015 were also discussed.

President McCurrie submitted \$316,474.79 for payroll and \$115,779.10 in accounts payable to the Board for approval. A motion was made by Trustee Nogal to accept the report presented and authorize payment of \$432,253.59 as confirmed by Mr. Howard. Trustee Adams seconded the motion. On call of the roll Trustees Nogal, Adams, Thielmann, McCurrie, and Miller voted aye; motion carried.

PUBLIC COMMENTARY: There was none.

CHIEF'S REPORT:

Incident Activity: The average response times by station averages 4.8. There were 225 calls in February; 141 were for EMS.

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Employee Injury: The employee expects to return to full duty next week. One other employee will be off duty for six weeks for a minor surgical procedure.

Good of the Order: Nothing to report.

Old Business: Dr. Michael Liston will be working with Dr. Moisan on department medical concerns, including annual physicals. Dr. Moisan will continue to supervise and consult on any specific issues.

Turnout Gear: Specifications for Turnout Gear (PPE) were submitted to the trustees for review. Researched grants were rejected by Illinois and FEMA. The original plan was to replace eight to ten sets per year for four or five years. However, performance of the PPE at this time will not allow the plan to continue. Cost of the PPE is expected to be between \$70,000 and \$75,000.

OLD BUSINESS:

- A) Chief's contract to be discussed in closed session with possible board action.
- B) Intern Program with Moraine Valley Community College. The affiliation agreement has been reviewed by Mr. Courtney and found to be satisfactory. General liability insurance coverage will be in effect. Qualified participants will work with district personnel who will provide guidance, instruction and mentoring for all areas of training. Scheduling one student per shift while his mentor is on duty is being considered. There is no cost to the district for this educational program and participants must meet standards established by the department. Entry age level will be clarified by the board and attorney. The program will be carefully monitored to assure it is viable. There is an option to drop people from the program based on their performance level. A motion was made by Trustee Thielmann to adopt the Affiliation Agreement Between Moraine Valley Community College and the Palos Fire Protection District. Trustee Nogal seconded the motion; same carried unanimously on roll call vote.
- C) Protective Clothing: Specifications were developed using a format approved by FEMA. Certain areas were fine tuned to meet district requirements. Sealed bids will be requested from qualified vendors for firefighter protective coats and trousers (including suspenders) that meet or exceed minimum specifications provided in the document. Sealed bids will be accepted until 12:00 p.m. on Monday, March 23, 2015 and must be sent or delivered to Chief Gericke at the district office with the envelope clearly marked "TURN OUT GEAR PROPOSAL". The bid opening will be held Monday, March 23, 2015 at 12:00 p.m. No faxed proposals will be accepted. Consideration with possible board action may be placed on the April trustee meeting agenda.

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NEW BUSINESS:

- A) RFP for Audit Services: Mr. Howard noted it is a good practice to secure bids for the annual audit of the district records to assure the vendor is accountable and competitive. The district is not obligated to accept the lowest bid. A motion was made by Trustee Adams to request proposals for fiscal years ending April 30 2015, 2016 and 2017. Completed proposals must be returned on or before 4:00 p.m., March 31, 2015 to Patrick Gericke, Fire Chief, Palos Fire Protection District, 8815 West 123rd Street, Palos Park, IL 60464. No late proposals will be considered. Trustee Adams moved to adopt the RFP for professional Audit Services as presented. Trustee Thielmann seconded the motion; same carried unanimously on roll call vote.

President McCurrie noted the board has discussed initiating procedures to establish the position of Deputy Chief and develop a pool of qualified candidates for consideration. The salary will be incorporated in the budget. Qualifications and specific details will be determined in the future. Department members will have the opportunity to apply for the position. Resource Management will be contacted to prepare a proposal for work to be performed. Chief Gericke advised West Chicago has an application for deputy chief on line which includes salary, qualifications, residency and a questionnaire.

- B) CLOSED SESSION: Motion was made by Trustee Nogal to adjourn into closed session at 7:55 p.m., to discuss personnel issues, contract negotiations and possible litigation. Trustee Thielmann seconded the motion; same carried unanimously on roll call vote. The closed session ended at 9:08 p.m.

RECONVENED OPEN MEETING: The open meeting was reconvened at 9:10 p.m.

- C) Motion was made by Trustee Adams to approve retaining a third party consultant to Labor Attorney Mark Juster. Trustee Nogal seconded the motion which carried unanimously on roll call vote.

ADJOURNMENT: The meeting adjourned at 10:12 p.m. on motion made by Trustee Adams, seconded by Trustee Nogal. The motion carried unanimously on roll call vote.

