



PALOS FIRE PROTECTION DISTRICT
8815 WEST 123RD STREET
PALOS PARK, ILLINOIS 60464

JAMES GRABEN
Chief

BOARD OF FIRE COMMISSIONERS

James Staszczuk,
Paul Boehlke
Robert Stevens

NOTICE OF SCHEDULED MEETING

The Board of Fire Commissioners for the Palos Fire Protection District will hold its October meeting on **THURSDAY, OCTOBER 13, 2016, at 5:00 p.m.**

The meeting will be conducted at the Palos Fire Protection District Station #1, located at 8815 West 123rd Street, Palos Park, Illinois 60464.

James Staszczuk, President
Board of Fire Commissioners

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Public Comment
4. Approve Minutes of Prior Meeting
5. Old Business
 - a. Lieutenant's Promotional Exam
Review Lieutenant's Promotional Exam Process
6. New Business
7. Possible Closed Session for Review of Oral Exam Questions for Lieutenant's Promotional Exam
8. Adjournment

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PALOS FIRE PROTECTION DISTRICT

CLOSED SESSION MINUTES OF THE BOARD OF COMMISSIONERS OCTOBER 13, 2016

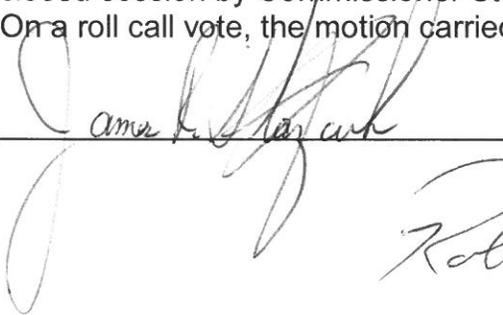
CALL TO ORDER: The October 13, 2016 Closed Session Meeting of the Board of Commissioners regarding review of Oral Exam Questions for Lieutenant's Promotional Exam was called to order at 5:34 P.M. by Commissioner Staszczuk.

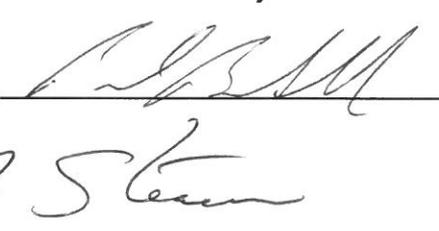
- A. This closed session was mostly about a review by the Commissioners of the questions to be asked for Lieutenant's Promotional Exam and if they conformed to the policy and procedure manual. Chief Graben provided a copy of the questions to the Commissioners and Commissioner Staszczuk stated that he had a slight problem with question 4 and 9. Commissioner Staszczuk thought that the question was too personal. Chief Graben explained that the question was meant to delve into this Lieutenant candidate's personality traits. Chief further explained that we are looking for character of candidate to see if he will make right decision on several issues and will he be the person to follow policy and procedure manual and make sure his subordinates will do the same. Discussion among the Commissioners ensued as to the wording of the questions.
- B. Commissioner Staszczuk stated that oral interviews should stay away from politics, religion and sexuality. Chief explained that the District has a policy and if something occurred that was outside of District policy, the District wanted to know how candidate would handle. Commissioner Staszczuk stated that the wording should state that "if acting as Lieutenant what would he do if he observed inappropriate comments amongst his co-workers about a visitor". Mr. Staszczuk stated the words "male" and "female" should be taken out.
- C. Commissioners wanted to know what would candidate have to state in order to get extra points from District. Commissioners discussed further.
- D. Commissioner Boehlke stated that we are asking how accurate the candidate thinks his submissions were and District will grade on candidate's response in regards to what the candidate did submit.
- E. Commissioners further discussed where to put the scores when answers are given to questions.

- F. Commissioner Boehlke asked if District would like to be more specific in asking about hobbies or interests outside the Fire Service and if these hobbies or interests had any relevance to candidate's position.

- G. Chief referred to a question regarding issue of how candidate, in their job description, would assist District in overcoming significant challenges. Chief suggested a good answer would be to identify situations and come up with three solutions on how to resolve. Commissioners agreed that this was a very good question.

ADJOURNMENT: There being no further discussion, a motion was made to adjourn closed session by Commissioner Staszczuk and seconded by Commissioner Boehlke. On a roll call vote, the motion carried. The closed session was adjourned at 5:50 P.M.


James P. Staszczuk


Robert F. Steen