



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

BOARD OF FIRE COMMISSIONERS

MR. JAMES STASZCUK
PRESIDENT

MR. PAUL BOEHLKE
SECRETARY

ROBERT F. STEVENS
BOARD MEMBER

NOTICE OF SCHEDULED MEETING

The May 2016, Regular Meeting of the Board of Fire Commissioners for the Palos Fire Protection District is scheduled and will be held on **Thursday, May 12, 2016, AT 5:00 P.M.**

The meeting will be conducted at the Palos Fire Protection District Station #1 located at 8815 W. 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 previous Regular Meeting of March 10, 2016.
5. Correspondence
6. New Business
 - a. Hiring of Resource Management for Firefighter Testing
7. Old Business
 - a. Rules and Regulations Book, posted to the website.
 - b. Resolution for Amending the Rules of the Board of Commissioners
 - c. Testing for Firefighters to start in June
 - a. Application Dates (June 13 to June 24, 2016)
 - b. Orientation Date (August 5th, Palos West 7pm.)
 - c. Written Examination (August 6th, Palos West 9am)
 - d. Oral interview dates to be determined.
8. Possible closed session to discuss issues concerning personnel
9. Adjournment

PALOS FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
MINUTES OF REGULAR MEETING
MAY 12, 2016

CALL TO ORDER: A regular meeting of the Board of Fire Commissioners of the Palos Fire Protection District was called to order at 5:30 pm by President James Staszczuk at Station #1, 8815 W. 123rd Street, Palos Park, Illinois.

ROLL CALL: On the call of the roll, the following Commissioners responded as present: Commissioners James Staszczuk, Paul Boehlke and Robert Stevens

OTHERS PRESENT: Chief James Graben; Captain Jeff Rath; and Tom Crowhurst

PUBLIC COMMENT: None

APPROVAL OF MINUTES: The minutes of the Regular Meeting of March 10, 2016 were reviewed. A motion was made by Commissioner Boehlke to approve the minutes, as written. The motion was seconded by Commissioner Stevens; and carried unanimously by voice vote.

HIRING OF RESOURCE MANAGEMENT FOR FULLTIME TESTING : Discussion regarding the proposal received from Resource Management to conduct the fulltime testing process. The basic fee for the written exam is \$400.00. A motion was made by President Staszczuk to accept the proposal as presented, and hire Resource Management to conduct the testing process. The motion was seconded by Commissioner Stevens; and passed unanimously on a roll call vote. Resource Management has agreed to all times and dates that we presented to them. They will conduct the written exam on Saturday August 6, 2016. The test will take place at Palos West School. There is a mandatory orientation at the school the night before. The passing score for the written exam is seventy percent. The test will be timed and must be completed within a four hour time period. The applicants will receive their test scores at the end of the test.

OLD BUSINESS:

Rules and Regulations: Commissioner Staszczuk asked if the Rules and Regulations have been posted on the web site. Chief Graben will check into this and get it posted, if it has not already been done. Commissioner Staszczuk makes motion to approve Resolution 1601 to amend the Rules and Regulations; Commissioner Boehlke seconded the motion. On a roll call vote, the motion

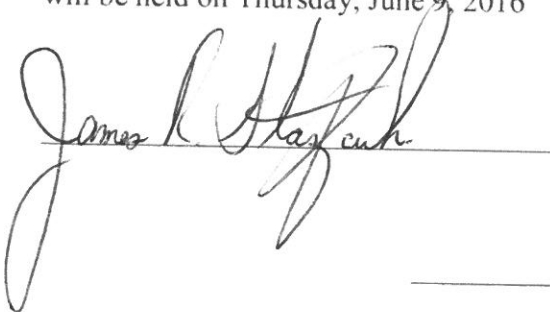
passed. This Resolution should also be posted on the website, indicating that the Rules and Regulations have been amended.

Fulltime Testing applications will be available June 13, 2016 through June 24, 2016. The legal Notice of Testing will be published ten days prior. Orientation is August 5, 2016, the written test is August 6, 2016. The applicants will be informed on the day of the written exam of the dates of the oral interviews. These dates will be determined once we know how many applicants have passed the written exam. The oral interviews will be scheduled for twenty minutes each. The oral interviews should be completed prior to the current list expiring. The applicants are required to stay after the written test is completed in order to receive their grade. The oral interviews will be scheduled for the top thirty candidates first. Discussion about scheduling the oral interviews in September 2016, possibly the second week. They can be spread out over a two week span, depending on the amount of candidates. Tentative dates are September 6, 7 and 8th. (Commissioner Stevens is not available the second or third Wednesday of the month).

Oral interview questions—Commissioner Staszuk suggests that the current list of questions should be reviewed to see if there are any questions that need to be added or changed. This can be further discussed at the June meeting. Discussion regarding the questions and what the Commissioners are looking for in the applicant's answer.

ADJOURNMENT: There being no further business to come before the Board, a motion was made by Commissioner Staszuk to adjourn the meeting. The motion was seconded by Commissioner Boehlke. Motion carried unanimously. The meeting adjourned at 6:20 pm.

The next regular meeting of the Board of Fire Commissioners of the Palos Fire Protection District will be held on Thursday, June 9, 2016



James R. Staszuk



Paul Boehlke