

**PALOS FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MINUTES OF REGULAR MEETING  
MAY 10, 2018**

**CALL TO ORDER:** A regular meeting of the Board of Fire Commissioners of the Palos Fire Protection District was called to order on Thursday, May 10, 2018 at 5:00 p.m. by President James Staszczuk at Station #1, 8815 W. 123<sup>rd</sup> Street, Palos Park, Illinois.

**ROLL CALL:** On the call of the roll, the following Commissioners responded as present: Commissioners James Staszczuk and Commissioner Robert Stevens. Commissioner Tom Crowhurst was not present.

**OTHERS PRESENT:** Chief James Graben, Deputy Chief Mike McDonald, recording secretary Maxine Bell and fire station personnel.

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** Commissioner Robert Stevens made a Motion to Approve the Minutes of the February 1, 2018 Commissioners Meeting and Commissioner Staszczuk seconded. By call of the roll, the Motion passed.

**OLD BUSINESS:** None

**NEW BUSINESS:** Chief advised the Commissioners that since the agenda was posted, a new development has occurred. Chief stated that a full time firefighter, Brian Duggan, has tendered his resignation effective May 19, 2018. The Board members are aware of this since Chief Graben sent them an e-mail. They said to get the ball rolling and move to the next individual on the full time hire list. Yesterday, Chief Graben was going down the list and Matthew Harris was called and e-mailed a conditional offer of employment. This morning Matthew Harris came into Chief's office and he signed an Employment Testing Cost Reimbursement Contract which states that he is interested in moving forward with the hiring process. Chief stated that this is where the District stands with the employment of Matthew Harris. Chief stated that he will be working towards getting this next employee hired and wanted to make sure the Commissioners were informed of all that will be happening with Matthew Harris. Chief has Mr. Harris' valid CPAT card and driver's license. Mr. Harris will need a detailed background investigation and Chief will use CLS Background, a company that has been used by District for the past three years. Chief will make an appointment for Mr. Harris to get a psychological exam with Steven Laser & Associates and a medical physical with Palos Occupational Health. Chief will direct Mr. Harris to get these tests

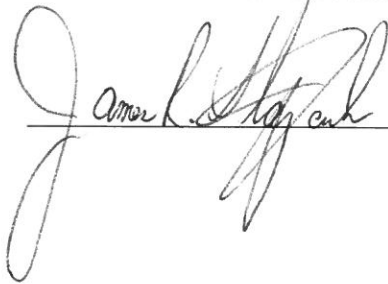
PALOS FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING – May 10, 2018

done. Commissioners recommended that Mr. Harris get a psychological exam first and then proceed with other testing. Chief said that he'll proceed in this manner and advise Commissioners of the results when they come in. All individuals present at this meeting agreed that this is what will take place. Due to Commissioner Stevens' unavailability for the next scheduled meeting, it was decided that the next meeting will have to be moved up a week to June 7<sup>th</sup> at 5:00 pm.

Commissioner Staszczuk brought up the issue of testing procedure for full time firefighters. Chief mentioned that one of the District's full time firefighters will probably be putting in an application for disability pension. Chief, however, cannot act on this until he actually receives this application. Discussion ensued as to the possibility that another new firefighter might be needed. Commissioner Stevens inquired as to whether Deputy Chief McDonald was going to be Chief after Chief Graben retires on June 30, 2018. Chief Graben stated that, at the Trustees Meeting this past Monday, the Trustees endorsed Deputy Chief McDonald to fill the position of Chief and Captain Rath to fill the position of Deputy Chief effective July 1, 2018. Chief mentioned that he, Deputy Chief McDonald and Captain Rath as well as Mr. Courtney will work on contractual language to be put in the new contracts. Discussion ensued on this issue.

Commissioner Staszczuk inquired as to a new hire and Chief advised on the number of firefighters that the District needs and currently has. Chief also advised regarding full time firefighter testing and explained the whole procedure to Commissioners. Questions were asked and answered. Discussion ensued as to eligibility, CPAT cards, driver's license, etc. Commissioner Staszczuk asked that if an issue arises and Commissioners are needed, Commissioners will meet at a special scheduled meeting.

There being no further business, Commissioner Staszczuk made a Motion to Adjourn the meeting. The motion was seconded by Commissioner Stevens. By call of the roll, the Motion carried unanimously. The next scheduled regular meeting of the Commissioners of the Palos Fire Protection District will be held on Thursday, June 7, 2018.



---



---