

Elburn & Countryside Fire Protection District Board of Commissioner's Meeting

Date: Wednesday, July 8, 2009 5:00 pm

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

Robert Loula
Wayne Stevens

Robert Gurgos
Pam Hall

Michael Anderson

Chairman Robert Loula welcomed Michael Anderson to the board as a newly appointed Fire Commissioner.

Previous Meeting Minutes:

R. Loula called for any additions or corrections to the minutes from the previous meeting. R. Gurgos made a motion to accept the minutes with the correction noted. M. Anderson seconded the motion. It was voted on and approved with a copy placed on file.

Public Comment:

None

Correspondence:

None

Assistant Chief W. Stevens of EMS:

- Assistant Chief W. Stevens confirmed with the Board of Fire Commissioners that they all received letters notifying them of disciplinary action taken towards an employee. All three stated that they had received the notification. Assistant Chief Stevens stated that the one day suspension was today.
- Assistant Chief W. Stevens confirmed with the Board of Fire Commissioners that they received the district notification that the full time Firefighters/Paramedics notified the district that they have voted and approved joining a union.
- Assistant Chief W. Stevens informed the board that the Elburn & Countryside Fire Protection District Pension Board had a pension disability hearing on 06/30/09 for an employee that had a work related injury. The pension board approved the pension disability of Firefighter/Paramedic Stephanie Hanson. She was relieved of all duties effective immediately and will receive a monthly disability pension.
- Assistant Chief W. Stevens informed the board that the Register of Eligible Candidates for Lieutenant position has expired. A new list to promote individuals to a Lieutenant and/or Captain position within the district is needed. The requirements have been posted since September 2, 2008 and the district is required to post them for a minimum of one year. The district can begin testing anytime after September 2, 2009. Assistant Chief W. Stevens stated that it appears that 3 individuals may be testing for a Captain position and 10 individuals may test for a Lieutenant position.
- Assistant Chief W. Stevens stated that the district will be hiring Ergometrics for the testing process. The written test will consist of two sections:
 - 1) Management and Leadership
 - 2) General Knowledge from Fire Company Officer

Assistant Chief W. Stevens of EMS continued:

- Assistance Chief W. Stevens stated that the written test will take place at Station One on Saturday, September 12th, 2009 @ 9:00 am.
- Assistant Chief W. Stevens passed out the Promotions Act 093-0411 for the fire commissioners to review. The fire commissioner may notice a few changes this time around. Due to the employees joining the union, they may choose to post monitors to view the written exam and verify the testing process.
- The Board of Fire Commissioners will conduct oral interviews. The interview portion of the promotions testing will consist of specific questions approved by the Board of Fire Commissioners. Each question will be given a point value for scoring. The total amount of points a candidate can earn at an oral interview will be 100.
- Assistant Chief W. Stevens passed out a list of 25 questions for the fire commissioners to review. Discussion was held pertaining to Chairman R. Loula meeting with Assistant Chief W. Stevens to review the question presented. He would then advise the board at a future meeting as to which questions meet the districts criteria and narrow them down to the strongest questions.

R. Loula made a motion that the Board of Fire Commissioners approves Chairman Robert Loula meeting with Assistant Chief Stevens to preview the oral interview questions for the promotions list. M. Anderson seconded the motion. It was voted on and approved.

R. Loula made a motion to schedule a Special Fire Commissioners Meeting at Station One on July 29, 2009 at 5:00 pm. R. Gurgos seconded the motion. It was voted on and approved. A Special Meeting Notice will be posted for public viewing.

M. Anderson made a motion to list the following agenda items for the Special Fire Commissioners Meeting on 07/29/09 at 5:00 pm.

- 1) Review Oral Interview Questions
 - a) Motion to approve the final oral interview questions in the process of creating the Register of Eligible Candidates for Lieutenant &/or Captain position
- 2) Schedule Oral Interview Dates
 - a) Motion to approve dates to conduct oral interviews in the process of creating the Register of Eligible Candidates for Lieutenant &/or Captain position

R. Gurgos seconded the motion. It was voted on and approved.

- Assistant Chief W. Stevens stated that the current Register of Eligible Candidates for the Firefighter II/Paramedic position consists of two remaining individuals. He feels the district should consider creating a new Register of Eligible Candidates for the Firefighter II/Paramedic position after the first of the year. The current list expires on January 22nd, 2011.

Attorney:
Not present

Administrative Assistant:

- Administrative Assistant P. Hall reminded the commissioners that the next quarterly meeting will be held on Wednesday, October 14, 2009.

Other concerns:

- Fire Commissioner M. Anderson requested clarification of the term CPAT as listed in the past meeting minutes. Assistant Chief W. Stevens explain that CPAT stands for the Candidate Physical Ability Test. All full time firefighter II/paramedics are required to pass the test and present the district with verification that they have done so during the new hire testing process. The candidates are subjected to a physical ability test at their own expense. When the candidate passes the test, they receive certification that they have completed the course.
- Fire Commissioner M. Anderson asked if the union affects the paid on call employees. Assistant Chief W. Stevens stated that the paid on call employees are not affected. He explained that paid on call employees are considered at will employees and are hired, fired and disciplined by the Chief(s).
- Fire Commissioner M. Anderson asked if the district administration was given a reason the full time firefighter/paramedics voted to go union. Assistant Chief W. Stevens stated that when the Elburn Professional Fire Fighters Association President M. Sheahan & Secretary/Treasurer S. Siwy notified the district, they stated that they chose to go union for security reasons. Assistant Chief W. Stevens noted that most departments in the surrounding communities are union. He also noted that most of the surrounding communities are not serviced by fire districts whose main income is based on real estate taxes, their fire departments are municipalities whose main income is based on sales tax.
- Assistant Chief W. Stevens informed the Board of Fire Commissioners who the employees choose as representatives for the union negotiations. The employees formed the Elburn Professional Fire Fighters Association with Michael Sheahan as President, Michael Huneke as Vice President and Stephen Siwy as Secretary/Treasurer. As far as the district knows, these individuals are not considered stewards.
- Assistant Chief W. Stevens will also be consulting with the attorney in regards to the grievance process and the fire commissioner's involvement. Clarification will be provided after this is researched.

R. Loula made a motion to adjourn at 5:43 pm. R. Gurgos seconded the motion. It was voted on and approved.

Respectfully Submitted,

Pamela C. Hall
Administrative Assistant
Elburn & Countryside Fire Protection District