

Warrenville Fire Protection District
Fire Commission Meeting
May 14, 2024
5:30pm
Minutes

CALL TO ORDER @ 17:30 by Commissioner McIntyre

ROLL CALL - Present for the meeting were Fire Commissioner Tim Gornik, Fire Commissioner Nelda Byers, Fire Commissioner Ryan McIntyre, Fire Chief Andy Dina, Assistant Chief Joe Levy and Administrative Assistant Jenna Reavy

Guests were:

Absent were:

PLEDGE OF ALLEGIANCE – The meeting started with the pledge of allegiance to the flag.

APPROVAL OF AGENDA – 1st Commissioner McIntyre 2nd Commissioner Gornik

All Ayes

MOTION CARRIED

PUBLIC COMMENT – None.

ROUTINE BUSINESS

APPROVAL OF MINUTES

- i) Regular Meeting on 01/09/2024, 03/12/2024
Special Meeting on 02/22/2024
1st Commissioner McIntyre 2nd Commissioner Gornik

All Ayes

MOTION CARRIED

- ii) Approve to remain in closed session minutes from:
 - (1) 02/22/2024, 03/12/2024
 - (2) Since the inception of WFPD BoFC1st Commissioner McIntyre 2nd Commissioner Gornik

All Ayes

MOTION CARRIED

FINANCIAL REPORT

Chief Dina presented the financial report.

The FY24-25 budget ordinance is set to be approved at the 5/15/2024 Trustee meeting. Last fiscal year \$20,000 was budgeted for Testing and Promotions. This year there is \$24,600 budgeted, with \$10,000 left over from FY23-24.

APPROVAL OF BILLS - None.

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CLOSED SESSION

At 17:59 hours, a motion was made by Commissioner McIntyre, seconded by Commissioner Byers, to go into closed session for personnel matters in accordance with 5 ILCS 120/2(c)(1).

ALL AYES MOTION CARRIED

Closed session ended at 18:01 hours.

COMMUNICATIONS

CHIEF'S REPORT

Chief Dina presented his chief's report.

One company has sent in a proposal for the HR Services RFP. The proposal will be reviewed at the 5/15/2024 Trustee meeting.

Chief Dina will include the Commissioners on the Friday Update report he is also sending to the Trustees every other Friday. The report includes accomplishments made by the district that directly correlate to goals set in the Strategic Plan.

TRUSTEES REPORT

There is a current opening on the Trustee board, as one Trustee has resigned. The board is in the process of appointing another.

ATTORNEY

Discussion was held over the hiring process of migrants from the Illinois Fire and Police Commissioners Association Conference. The process is the same for all candidates and it will be the candidate's responsibility to provide all required documents in interpreted formats.

PERSONNEL

The last new full-time hire resigned after a month with the District. The reason for resignation given was personal matters.

UNFINISHED BUSINESS

General ongoing business for personnel

After recent the resignation, the District is back to 3 vacancies.

Discuss and vote on final eligibility list from April 20th Candidate Testing

Commissioner McIntyre made a motion to terminate the current final eligibility list of December 2023 as all candidates have been hired or stricken from the list as of May 14, 2024.

1st Commissioner McIntyre 2nd Commissioner Gornik

All Ayes
MOTION CARRIED

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Commissioner Gornik moved to approve the final eligibility list from April 2024, as of May 14, 2024.

1st Commissioner Gornik 2nd Commissioner McIntyre

All Ayes
MOTION CARRIED

There was discussion regarding one candidate who does not have a Basic Operations Firefighter certification, but is currently in the academy. The board will move forward with hiring process, and if needed, could extend a conditional offer upon completion of BOF.

NEW BUSINESS

Discuss additional 2024 Candidate Testing and act as necessary

Discussion was held regarding when to hold next testing date and other testing options. Commissioner Gornik will book Saturday, August 17, 2024 with IO Solutions, and will look into National Testing Company to explore possible online testing in the future.

Discuss Commission 2023 Annual Report

Commissioner McIntyre to complete for June 18th Trustee meeting.

ADJOURN @18:03 hours, - 1st Commissioner McIntyre 2nd Commissioner Gornik

All Ayes
MOTION CARRIED

Meeting adjourned at 18:03 hours.