

Warrenville Fire Protection District  
Fire Commission Meeting  
January 14, 2025  
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: Captain Bill Zabler (entered 17:31)

Absent were:

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

**APPROVAL OF AGENDA** – 1<sup>st</sup> Commissioner Byers 2<sup>nd</sup> Commissioner McIntyre

All Ayes  
MOTION CARRIED

**PUBLIC COMMENT** – None.

**ROUTINE BUSINESS**

**APPROVAL OF MINUTES**

- i) Regular Meeting on 11/12/2024  
1st Commissioner Gornik 2nd Commissioner McIntyre

All Ayes  
MOTION CARRIED

- ii) Approve to remain in closed session minutes from:  
(1) Since the inception of WFPD BoFC  
1st Commissioner Gornik 2nd Commissioner Byers

All Ayes  
MOTION CARRIED

**FINANCIAL REPORT**

Chief Dina reported that the district is currently working on the budget for the next fiscal year. The commission budget will include funds for more candidate and promotion testing, including IO Solutions rates.

Commissioner Gornik will be looking into different testing package options from the National Testing Network, compare, and present findings to the board.

**APPROVAL OF BILLS**

None.

**CLOSED SESSION**

None.

**COMMUNICATIONS**

**CHIEF'S REPORT**

Chief Dina presented the Chief Report.

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It was suggested that the newly acquired fire extinguisher training kit could be solicited to local businesses for training opportunities for employees.

Commissioner McIntyre offered to assist with the GIS plug-in on the district's website.

**TRUSTEES REPORT**

None.

**ATTORNEY**

None.

**PERSONNEL**

The district is currently in the hiring process for the Assistant Chief of Support Services position. The assessment center will take place on January 23rd at the station, followed by interviews with the Trustee board at a later date.

**UNFINISHED BUSINESS**

General ongoing business for personnel

Chief Dina reported that all probationary employees are doing well.

**NEW BUSINESS**

Discuss and take possible action on the current Candidate List

The board asked Chief Dina to contact each candidate and move forward with the hiring process.

Discuss and take possible action on passing score with NTN format

Commissioner Gornik moved to make 70% a passing score for the fire team math and reading sections, and all other sections will be used on an informational basis only.

1st Commissioner Gornik            2nd Commissioner McIntyre

All Ayes  
MOTION CARRIED

Commissioner Gornik will share candidate files and test scores via email with administration personnel and fellow commissioners.

It was also noted that the board should rotate the position of testing coordinator so that all commissioners can get a better understanding of the NTN testing process.

Discuss and take possible action to certify the initial eligibility list from 20DEC24 testing

The board will take action as appropriate once the candidate list is exhausted. The board will plan a special meeting accordingly once the timing is worked out.

Review and take possible action on the disposal of records

Administrative Assistant Reavy will work on the disposal of records through the IL archivist process.

**ADJOURN @18:12 hours, - 1st Commissioner McIntyre**

2nd Commissioner Gornik

All Ayes  
MOTION CARRIED

Meeting adjourned at 18:12 hours.