

**MEETING MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF
FIRE COMMISSIONERS OF THE
WINFIELD FIRE PROTECTION DISTRICT**

JANUARY 16, 2014

Meeting called to order by Chairman Levan at 5:05 p.m. at Station #1, 27W530 Highlake Road, Winfield, Illinois.

Roll Call: Chairman Chris Levan, Commissioner George Kallas, Commissioner Robb Hannen, and Administrative Assistant Robin Youngberg.

Also present: Chief Phillip DiMenza, Deputy Chief Bryan Lewis and Attorney Shawn Flaherty.

Approval of Minutes: The minutes of the Special Meeting of 7/12/13 were distributed to the Board prior to the meeting. There being no changes, Commissioner Kallas made a motion to approve the minutes as presented, seconded by Commissioner Hannen. Pursuant to a voice vote, all in favor, motion carried.

Old Business: None.

New Business: Chief DiMenza and Deputy Chief Lewis informed the Board of the Trustees decision to create three (3) additional full-time firefighter/paramedic positions and gave authorization to the Board of Fire Commissioners to fill those new vacancies with the next three (3) available candidates from the current eligibility register. Based on that information, Commissioner Hannen made a motion, seconded by Chairman Levan, to extend conditional offers of employment to the next three (3) available candidates from the current eligibility register. Pursuant to a voice vote, all in favor, motion carried.

With regard to the eligibility requirements for promotion, Attorney Flaherty spoke about the Fire Department Promotion Act that is the guidepost for those procedures. He stated that if the requirements have changed since their last posting, the Board needs to post the new eligibility requirements and ascertain merit points for one year or obtain signed waivers from all employees who are eligible to test for promotion. He further described the various components of the entire testing process. The Board Members and Chiefs will review the current ascertain merit list and see if there are any recommended changes prior to the next meeting.

The Board decided that the meeting schedule for 2014 will be 1/16/14 at 5:00 p.m., 4/1/14 at 5:30 p.m., 7/1/14 at 5:30 p.m. and 10/7/14 at 5:30 p.m.

Payment of Bills: None.

Next Meeting: The next meeting scheduled will be 4/1/14 at 5:30 p.m.

There being no further business, Chairman Levan moved to adjourn the meeting at 5:35 p.m., seconded by Commissioners Hannen. Pursuant to a voice vote, all in favor, motion carried.

Respectfully submitted,

Robin K. Youngberg

Robin K. Youngberg, Administrative Assistant