

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

JULY 1, 2014

Meeting called to order by Chairman Levan at 5:30 p.m. at Station #1, 27W530 Highlake Road, Winfield, Illinois.

Roll Call: Chairman Chris Levan, Commissioner George Kallas, and Commissioner Robb Hannen.

Also present: Chief Phillip DiMenza, Deputy Chief Bryan Lewis and District Trustee Cliff Mortenson.

Approval of Minutes: The minutes of the Regular Meeting of 4/1/14 were distributed to the Board prior to the meeting. There being one change, Commissioner Kallas made a motion to approve the minutes as amended, seconded by Chairman Levan. Pursuant to a voice vote, all in favor, motion carried.

Old Business: The Commission was informed that the final candidate on the current eligibility register, Seth Lamb, has successfully completed all components of the hiring process, and pending his passing the entrance exam for Central DuPage Hospital on 7/3/14, his official start date will be 7/28/14. FF Lamb will be assigned to 8-hour days for two weeks, and he will then be assigned to Gold Shift.

New Business: Trustee Mortenson presented some requested changes to the qualifications and expectations of the various ranks within the Fire Department and explained the reasons for wanting those changes. After discussion, Trustee Mortenson stated that the Board of Trustees have agreed with the changes and would like feedback from the Commission as well. The Commission agreed that they would have Attorney Flaherty review the information prior to making a decision. Since the Commission is planning on testing for a new eligibility register as well as a promotional list, any criteria changes for promotion will need to be posted for at least one year prior to becoming effective.

Chief DiMenza stated that probationary Firefighters Littledale and Martin will be approaching the end of their one-year probation on 7/15/14. He confirmed that both candidates have been reviewed monthly on their progress and are doing very well. After discussion, Chairman Levan made a motion to remove FF Jeff Littledale and FF Andrew Martin from probationary status effective 7/15/14, seconded by Commissioner Hannen. Pursuant to a roll call vote, all in favor, motion carried.

Chief DiMenza and Deputy Chief Lewis spoke about wanting to start testing for a new eligibility register for full-time firefighter and then test for a promotional list after that. Discussion ensued regarding the promotional test and which format to use. Chief DiMenza and Deputy Chief Lewis will investigate some options and provide a recommendation to the Commission.

Payment of Bills:

Ottosen, Britz (April 2014)	\$ 300.00
Ottosen, Britz (May 2014)	\$ 100.00
Ergometrics (License Renewal)	\$1,600.00
Total:	\$2,000.00

Commissioner Hannen made a motion to pay the bills as listed, seconded by Commissioner Kallas. Pursuant to roll call vote, all in favor, motion carried.

Next Meeting: The next regular meeting scheduled is 10/7/14 at 5:30 p.m.

There being no further business, Commissioner Kallas moved to adjourn the meeting at 6:10 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