

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

JUNE 22, 2015

Meeting called to order by Chairman Levan at 5:34 p.m. at Station #31, 27W530 Highlake Road, Winfield, Illinois.

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

Also present: Chief Phillip DiMenza and Attorney Shawn Flaherty.

Approval of Minutes: The minutes of the Special Meeting of 5/18/15 were distributed to the Board prior to the meeting. There being no changes, Commissioner Hannen made a motion to approve the minutes as presented, seconded by Commissioner Kallas. Pursuant to voice vote, all in favor, motion carried.

Public Comment: None.

Old Business: None.

New Business: Attorney Flaherty reviewed the Preference Point Claim Forms for all eligible candidates to verify the number of points to be awarded to each candidate claiming points. After confirming the final scores for each candidate and reviewing the draft Final Eligibility Register, Commissioner Hannen made a motion to ratify the Final Eligibility Register as amended, seconded by Commissioner Kallas. Pursuant to voice vote, all in favor, motion carried.

Chief DiMenza informed the Commission that a promotional Lieutenant's exam will need to be conducted in the near future to establish a list for when he is retired. Attorney Flaherty stated that the first thing the Commission will need to do is to post a Notice of Promotional Exam. He further stated that a waiver can be signed by all eligible candidates seeking to take the test eliminating the need to publish the notice in the newspaper. Once the testing process has begun, Attorney Flaherty stated there will be several sub-lists created prior to the final list being established. He further stated that if an outside agency is brought in to give part of the test, that agency would have to be JLMC Certified and provided names of some agencies that offer a written test that is validated.

Chairman Levan asked the Board what their thoughts were with regard to changing the written to oral scoring breakdown. He stated he would like to see the breakdown changed to 65%/35%. After discussion, the Board concurred with that suggestion. In addition, the Board agreed that with regard to future tests, candidates will be asked to provide a resume at their oral interview. Chairman Levan also asked that the oral interview score sheet be expanded from 1-10 to 1-12, to which the Board agreed.

Payment of Bills: Commissioner Kallas made a motion to pay the bills as listed on the agenda, seconded by Chairman Levan. Pursuant to roll call vote, all in favor, motion carried.

There being no further business, Commissioner Hannen moved to adjourn the meeting at 6:20 p.m., seconded by Commissioner Kallas. Pursuant to a voice vote, all in favor, motion carried.

Respectfully submitted,

Robin K. Youngberg

Robin K. Youngberg, Administrative Assistant