

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

FEBRUARY 7, 2022

Meeting called to order by Commissioner Nair at 5:00 p.m. at Station #31, 27W530 Highlake Road, Winfield, Illinois.

Roll Call: Commissioner Naresh Nair, Commissioner Randall Voss, and Commissioner Kyle Wolber.

Also present: Chief Steven C. Evans and DC Eric Ermer.

Public Comment: None.

Minutes: The minutes for the 1/10/22 Regular Meeting were reviewed by the Board prior to the meeting. Commissioner Wolber made a motion to accept the minutes as presented, seconded by Commissioner Voss. Motion carried.

New Business: The purpose of the meeting was to discuss and take possible action on selecting a promotional testing service for establishing a promotional list for Lieutenant, as well as discuss the potential future need to hold another full-time firefighter eligibility test if the current list gets exhausted before expiration.

Chief Evans stated that the previous administration had utilized the Illinois Fire Chiefs Association for promotional examinations, so there is some familiarity with their pricing and testing structure. He also contacted several surrounding agencies and found that many have switched from the Illinois Fire Chiefs Association to Testing for Public Safety. Their pricing structure is based on the number of questions included on the written exam, as well as other parameters set by the Board. He stated that, rather than going with the standard reading list utilized in years past, Chief Evans and DC Ermer decided that they would prefer the exam to be based on the Collective Bargaining Unit, the Policies & Procedures of the Department, the hospital protocols, and the SOG's within the Alliance.

With respect to the written test, both agreed on 150 questions, to which the Board agreed as well. Chief Evans, DC Ermer and the Board also agreed to include an oral interview of each candidate by the Board of Fire Commissioners. Since at least one member will be retiring due to his age before the 3-year list expires, there will be at least one vacancy to fill. After further discussion, the Board decided that they would like the Structured Interview/Assessment portion to include Tactical Exercises, Presentation, and Problem Analysis. In addition, Chief Evans was asked to find out what the additional cost would be to add an additional exercise to see if it would be cost-effective. Oral interview before the Board of Fire Commissioners would follow the Structured Interview/Assessment portion.

The Board then discussed the potential need for a Firefighter/Paramedic test to establish a new eligibility list. Chief Evans informed the Board that the Administration just applied for a SAFER grant that, if awarded, would provide funding for 3 additional full-time firefighter/paramedics. Given the limited number of candidates remaining on the current list and if all of those candidates waive their conditional offer, that list would become exhausted prior to its expiration next year. In that event, the Board would need to conduct and complete the testing process for a new list within 180 days to fill those new positions. DC Ermer suggested emailing Attorney Flaherty to determine if there is a way to somehow combine the remaining candidates on the current list with a new list in order to get some relief from that 180-day time frame. Robin will email Attorney Flaherty in the morning and share his response with everyone.

Other Business: None

There being nothing further for discussion, Commissioner Voss made a motion to adjourn, seconded by Commissioner Wolber. All in favor. The Meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Robin K. Youngberg

Robin K. Youngberg, Administrative Assistant