

MINUTES

CHATHAM FIRE PROTECTION DISTRICT

January 08, 2013

- Meeting was called to order at 1734 hours.
- Present were: Trustee Hughes, Trustee Mueller, Trustee Perkins, Chief Schumer, Asst. Chief Osborne, Captain Bell, and Administrative Assistant Kashima R. Rhone.
- Minutes for December 11, 2012 District Meeting were presented for approval. Motion to approve by Trustee Perkins and seconded by Trustee Mueller, motion passed.

Hughes	yes
Mueller	yes
Perkins	yes

- Motion to accept bills as read was made by Trustee Mueller and was seconded by Trustee Perkins, motion passed.

Hughes	yes
Mueller	yes
Perkins	yes

- Trustee Perkins and Trustee Hughes accepted treasurer's report.

UCB-Money Market Account	\$ 3,138.67
UCB Now Account	\$ 12,763.36
UCB Explorer Post 1928	\$ 82.12
Bank & Trust M/M	\$ 788,281.08
Bank & Trust Pension	\$ 282,783.08
Bank & Trust Equipment Reserve Fund	\$ 61,119.96
Bank & Trust Real Estate Fund	\$ 189,110.44
Bank & Trust Death Benefit Supplement	\$ 7,543.40
Bank & Trust Foreign Fire Insurance Board	\$ 32,061.51
Bank & Trust Donations & Memorial Fund	\$ 2,122.11

- **PUBLIC COMMENTS AND CONCERNS:**

- No Public Comment.

- **OLD BUSINESS:**

- No Old Business.

- **NEW BUSINESS:**

- Discussion of Disciplinary Standard Operating Guideline and actions re same. Tabled for further discussion.
- Discussion of Stobbs, Sinclair & Caruthers correspondence and actions re same. No further action required.
- Discussion of appointment of Pension Board member(s) and actions re same. Tabled for further discussion.
- Review of Closed Session minutes. Will complete in Closed Session.
- Discussion to appoint/ re-appoint department FOIA Officer and actions re same.

Motion to appoint Asst. Chief Osborne as department FOIA Officer was made by Trustee Hughes and seconded by Trustee Perkins, motion passed.

Hughes        yes

Mueller        yes

Perkins        yes

- Discussion to appoint/ re-appoint department OMA Officer and actions re same.

Motion to appoint Asst. Chief Osborne as department OMA Officer was made by Trustee Hughes and seconded by Trustee Perkins, motion passed.

Hughes        yes

Mueller        yes

Perkins        yes

- **BOARD OF FIRE COMMISSIONERS:**

- Ascertained Merit Points list has been posted for Lieutenants promotion list.
- Next meeting is Wednesday, January 15, 2013 at 1605 hours.

- **PENSION BOARD:**

- A Pension Board Special Meeting was not held Thursday, December 27, 2012 at 1500 hours, to accept nominations for new member(s) for the Chatham Fire Department's Pension Board.
- A Pension Board Meeting was held on Monday, January 07, 2013.
- Election ballots for open position on Pension Board must be submitted at special meeting on Monday, January 21, 2013.

- **FOREIGN FIRE INSURANCE BOARD:**

- Discussion of department jackets and that sizing will start soon because an assortment of jackets arrived today to start that process.
- Department SOG needs changed to reflect the wearing of these new jackets.
- The purchase of the plates and bowls were discussed in length. FF Jacobs made a motion to eliminate the purchase of these items and a second wasn't made. This item will be discussed at next meeting.
- Discussion of FFIB's treasurers report and treasurer was discussed in length. They want to make it that two signatures are required on all checks and that the FFIB by-laws reflect that.
- Discussion to replace mattresses in the bunk-rooms. Quotes will be attained and presented at the next meeting. The FFIB inquired if the District Board of Trustees would contribute towards this purchase.

- **CHIEF SCHUMER**

- Trustee's accepted the Chief's semi-monthly report.  
The following items were discussed:
  - ✚ Discussed vacant volunteer positions on the department.
  - ✚ Stair chair bracket was mounted in 3F-28.
  - ✚ Meeting with Phil McCarty of GTSi on Friday, January 11, 2013.
  - ✚ Will be part of a training exercise with Chatham Police Department and Ball-Chatham School District at Chatham Elementary School on Friday, February 15, 2013.
  - ✚ School Fire Inspections are completed for the year.

- **ASST. CHIEF OSBORNE**

- Trustee's accepted the Asst. Chief's semi-monthly report.  
The following items were discussed:
  - ✚ Replaced electrical contactor for the fire-bay overhead ventilation system.
  - ✚ Also replaced the ventilation louver actuator of the overhead ventilation system at a cost of \$459.00
  - ✚ I have completed the 2013 FOIA and OMA training'
  - ✚ More bids will be acquired for the audio/visual work in the training room.
  - ✚ I was contacted by The State Journal Register about the 25<sup>th</sup> anniversary of the Chatham Elementary School fire.

- **CLOSED SESSION:**

- Motion to go into Closed Session at 1930 hours to discuss Employment/Appointment matters in accordance with (5ILCS 120/2(C)(1) was made by Trustee Perkins and seconded by Trustee Mueller, motion passed.

Hughes	yes
Mueller	yes
Perkins	yes

In attendance were: Trustee Hughes, Trustee Mueller, Trustee Perkins, Chief Schumer, and Asst. Chief Osborne, and Administrative Assistant Kashima R. Rhone.

- Closed session started at 1932 hours.
- Closed session ended at 2028 hours.
- No action taken from closed session.
- Motion to return to Open Session at 2028 hours was made by Trustee Perkins and seconded by Trustee Mueller, motion passed.

Hughes	yes
Mueller	yes
Perkins	yes

- **OPEN SESSION:**

Open Session resumed at 2030 hours.

In attendance were Trustee Hughes, Trustee Mueller, Trustee Perkins, Chief Schumer, Asst. Chief Osborne, and Administrative Assistant Kashima R. Rhone.

- Minutes of the January 24, 2012, September 25, 2012, and November 27, 2012 meeting(s) which were closed, but pursuant to 5 ILCS 120/2.06(d) the Board has determined that on January 08, 2013 that these minutes are no longer required to have confidential treatment and are available for public inspection.
- Motion to adjourn meeting at 2040 hours was made by Trustee Mueller and seconded by Trustee Perkins, motion passed.

Hughes	yes
Mueller	yes
Perkins	yes

Minutes by Administrative Assistant Kashima Rhone