

**FIRE COMMISSION SPECIAL MEETING MINUTES
OF THE
BRISTOL KENDALL FIRE PROTECTION DISTRICT
KENDALL COUNTY, ILLINOIS
HELD IN THE TRAINING ROOM, 2ND FLOOR
103 E. BEAVER STREET, YORKVILLE, IL 60560
TUESDAY, NOVEMBER 16, 2021**

Call Meeting to Order Determination of Quorum - Board Chairman

The meeting was called to order by Chairman Berkey at 5:02 p.m. In attendance were Fire Commissioners Dr. Brian Berkey, Mark Hoffert and Robert Wunsch, Deputy Chief Lindblom (Minutes recorder), A/C Jeremy Messersmith, FF/PM Ryan Cihak, FF/PM Dave Field, and FF/PM Levi Franklin. Chief Bateman attended remotely.

Review Minutes of the August 27, 2021 Special Meeting - Approve

A motion was made by Commissioner Hoffert to approve the August 27, 2021 Fire Commission Meeting Minutes. Seconded by Commissioner Wunsch. All those in favor say aye. All those opposed say nay. Motion passed.

Comments from the Public - Board Chairman

There were no comments from the public.

Hiring 3 Firefighter/Paramedics off Current Eligibility List

Chief Bateman advised the Board of Trustees has approved 3 full-time firefighter/paramedics to be hired off the current eligibility list. Background checks and physicals will be started on the next three candidates on the list. Matthew Liptrot and Lewis Down are still in paramedic class and have agreed to take the national test within 90 days of appointment. Levi Franklin is a full-time PSI employee and will move over to become a full-time district employee. The three remaining candidates on the current eligibility list are Rachel Mammoser, William Watkins and Jose Lopez-Pacheco.

A motion was made by Commissioner Hoffert to approve hiring the next three candidates, Mat Liptrot, Levi Franklin and Lewis Downs from the current Eligibility List. Seconded by Chairman Berkey. All those in favor say aye. All those opposed say nay. Motion passed.

Begin the Process for New Eligibility List for Firefighter/Paramedics

Chief Bateman advised the current eligibility list will be exhausted with the hiring for the three positions above. Two of the remaining three candidates, have accepted full-time jobs elsewhere. He requested permission to start a new eligibility list. He presented this for informational purposes only. Also discussed were some creative recruiting tactics. Commissioner Hoffert suggested discussing in a future meeting. The process for the new Eligibility List for Firefighter/Paramedics was tabled for further discussion and review. Tuesday November 30, 2021 at 5:00 p.m. was suggested to hold the next Fire Commission Meeting and this date and time was agreed upon. The Swearing-in of the new firefighter/paramedics will also take place at the November 30, 2021 meeting.

Lieutenant Testing Companies - Approve

Chief Bateman presented lieutenant testing companies in tonight's packets along with the testing process. His recommendation is the Illinois Fire Chiefs Association.

A motion was made by Commissioner Hoffert for RMA to conduct the written test provided by the Illinois Fire Chiefs Association with the assessment center to be conducted by the Fire Commissioners. Seconded by Chairman Berkey. All those in favor say aye. All those opposed say nay. Motion passed.

Lieutenant Testing Time Line - Approve

Chief Bateman advised dates for the lieutenant testing process have to be set and he'd like to start the process in March of 2022. Discussion was held and it was board census the oral interview session will be conducted by the Fire Commissioners on March 5, 2022 starting at 9:00 a.m. The assessment center will be held on March 12, 2022 and March 26, 2022 for the written test by Resource Management.

Chairman Berkey motioned to approve the dates of March 5, March 12 and March 26, 2022 to be approved as discussed above. Seconded by Commissioner Hoffert. All those in favor say aye. All those opposed say nay. Motion passed.

Discuss Additional Items on Commissioner Agenda

Chief Bateman questioned the Board as to if there is something in addition they would like to see on Fire Commission Meeting Agendas. The Fire Commissioners responded they would like an item for past closed meeting minutes each month. Chief Bateman advised closed meeting minutes are on the next meeting's agenda to be reviewed, approved released or not. Every 6 months a list of previous closed meeting minutes is given to the board with any action needing to be taken.

The board suggested an item be listed on the agenda each time for District full-time firefighter/paramedics that they have hired. They are interested in hearing how they are doing.

Chief Bateman advised any one of the fire commissioners can contact him at any time via telephone or email. He advised he can send an information only email to the Board with that kind of information if they wanted. It was Board census they would like update emails on past hires.

Update on Current Fulltime Firefighters

Chief Bateman advised current full-time firefighters are doing well. Their training is going well and they are working hard in their new positions.

Closed Session if Necessary

No Closed Session was required at this time.

Action Taken After Closed Session

No action was required.

Comments from the Public - Board Chairman

There were no comments from the public.

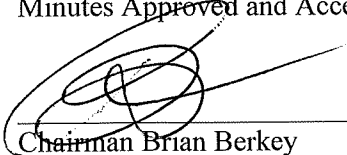
Next Fire Commission Meeting

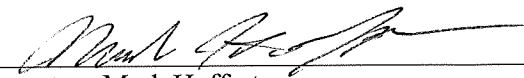
The next Fire Commission Meeting to be held on November 30, 2021 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560. Discussion on the new eligibility list and swearing-in of 3 new full-time firefighter/paramedics to take place.

Chairman Berkey moved to adjourn the November 16, 2021 Fire Commission Meeting. Seconded by Commissioner Wunch.

The Fire Commission Special Meeting adjourned at 5:27 p.m.

Minutes Approved and Accepted:


Chairman Brian Berkey


Secretary Mark Hoffert