

BRAIDWOOD FIRE PROTECTION DISTRICT
Fire Commission Meeting Minutes
August 16, 2022

A meeting of the Braidwood Fire Protection District Fire Commission was held on, August 16, 2022, at the Braidwood Fire Station located at 275 W. Main St. in the city of Braidwood, Illinois at 9:00 A.M.

Mike Dillon called the first meeting of the Fire Commission to order at 9:02a.m. and acted as Chairman, and Charlie Boyd, Secretary of the District, acted as Secretary.

The following Trustees were present:

Charlie Boyd
Mike Dillon
Bill Ritze

Also present in person were Fire Chief Chris Jude, Deputy Chief Mike Pemble, Administrative Assistant Kristin Wexell, Bookkeeper Teri Post and Attorney Tom Gilbert.

Approval of Minutes - This being the first meeting, there are no previous Meeting Minutes.

Communications – None

Unfinished Business – No report

New Business:

- 1) Discuss and Approve the Rules of the Board of the Fire Commission – The Rules of the Board of the Fire Commission were distributed and reviewed.
Mike Dillon moved to approve the Rules of the Board of the Fire Commissioners as presented. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion unanimously passed.
- 2) Discuss and approve the Executive Board Positions of the Fire Commission – the Board Discussed that Mike Dillon serve as President and Chair, Charlie Boyd serve as Secretary and Bill Ritze serve a Member of the Board.
Charlie Boyd moved that the Executive Board positions be held by Mike Dillon as Board President and Chair, Charlie Boyd as Secretary of the Board and Bill Ritze as a Member of the Board. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion passed unanimously.
- 3) Discuss and Approve agencies to be utilized for testing, backgrounds and physicals – the Board Discussed with the Fire Chief and Deputy Fire Chief and review services offered by Resource Management< Morris Hospital Occupational Medicine and Accurate Biometrics.
Charlie Boyd moved that Resource Management be utilized for Firefighter/Paramedic Testing, Morris Hospital Occupation Medical conduct the 1582 physicals and Accurate Biometrics perform the fingerprinting and criminal background check. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion passed unanimously.
- 4) Discuss and Approve the public posting to hire 3 full-time Firefighter/Paramedics – Kristin to have Braidwood Journal publish Hiring Notice 14 days prior to testing date, including \$30 application fee due at time of application pick-up.

Mike Dillon moved to have hiring notice published in Braidwood Journal August 24th Edition, to include verbiage for \$30.00 application fee due at the time of application pick-up. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion passed unanimously.

- 5) Discuss and Approve potential dates of Testing and Interviews – dates will be decided for mid to end of September depending on dates of availability of Testing Company. Mike Pemble to notify Fire Commission of date.

Mike Dillon moved to allow Deputy Chief Pemble work with Resource Management to coordinate dates for Testing, Orientation and Oral Interviews and relay with Fire Commission to confirm the Boards availability for the dates proposed. Bill Ritze seconded the motion. A voice vote upon the motion was taken and the Chairman declared that the motion passed unanimously.

The Chairman then stated that the next regular meeting would be held on September 20, 2022 at 9:00 A.M. at the Braidwood Fire Station.

Upon motion duly made and seconded the meeting was adjourned.