

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
APRIL 14, 2020
OF THE BOARD OF TRUSTEES AT 5:30 PM**

- I. CALL TO ORDER:
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustee's at 5:30 P.M.
- II. PLEDGE TO THE FLAG:
The pledge of allegiance to the flag of the United States of America was recited and led by Administrative Assistant Haiden.
- III. ROLL CALL:
Present were President Kosiara, Trustee Olsen and Trustee Osborn. Trustee Osborn requested that the meeting minutes reflect that Chief Wood and Deputy Chief Cassady were also presented. Attorney Flaherty has teleconferenced for the meeting.

Trustee Kosiara asked that the board delay the minutes and financial reports to address the Attorney's legal issues first.

Attorney Flaherty updated the board members on several current issues related to COVID-19 including the Open Meetings Act approval for electronic format by the Governor of Illinois. The regulatory worker's compensation committee have met and recently designated that first responders who have work related illnesses associated with COVID-19 cases are presumptuous and will be covered by workers compensation insurance. Attorney Flaherty noted that federal funds have become available to fire departments. And per Family Medical Leave Act, employees are entitled to paid leave up to 80 hours if they contract the COVID-19 virus and are unable to work.

Chief Wood asked about the DuPage County announcement on possible delays of tax payments. Attorney Flaherty noted that the County has no authority to extend the tax levy, but they can delay payments and fees as they consider a possible tax relief to their tax payers. Attorney Flaherty left the meeting at 5:35 P.M.

- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on March 10, 2020 and the special meeting minutes of March 10, 2020 were presented for review and acceptance.

Trustee Olsen motioned to approve and file the regular meeting minutes of March 10, 2020 and the special meeting minutes of March

10, 2020. The motion was seconded by Trustee Kosiara. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

Trustee Olsen motioned to approve, and to file and release to the public the closed session meeting minutes of March 10, 2020 for the regular meeting and the special meeting. The motion was seconded by Trustee Kosiara. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

V. FINANCIAL REPORTS

A. Controller's Report

Chief Wood provided the financial report for nine months ending March, 2020 with 91% of the fiscal year completed. He ran through the details for the revenues and operating expenditures for the month. Capital expenditures were reviewed and a projected surplus is anticipated for the end of the year.

Ambulance fees are trending as expected for this time of the year. Chief Wood reviewed the investments for the District. President Kosiara noted his concern for the District's investments.

Trustee Kosiara motioned to accept and file the Controller's Report as presented and pay all accounts payables and payroll as presented for March in the amount of \$353,151.66. The motion was seconded by Trustee Olsen.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Olsen – aye

Trustee Osborn – aye

Motion carried.

B. Other Items from the Controller

Chief Wood noted that COVID-19 related expenses are being tracked by the District for possible grant reimbursement of a portion of those expenses. The District has installed seven UV lights on all of the buildings air handlers to assist with killing all germs and for the safety of the personnel in the building. Chief Wood then handed out pictures of personnel in COVID-19 related personal protective equipment that is used on calls. Chief Wood noted that rain suits and filter masks can be decontaminated and reused under specific guidelines. A cordless pump sprayer is used to decontaminate the back of the ambulances as well. The COVID crisis has initiated one to two webinars or conference calls each day. Chief Wood reported to the Board that the District is in a good position at this time with equipment.

Trustee Kosiara noted that the Chiefs and personnel have been impressively creative with solving problems that are others are struggling with. Chief Wood noted that we are constantly adapting and are sharing with others around us.

Trustee Osborn asked if there was any support being received from the hospital? Chief Wood noted that there was none as they are working to keep their own supplies and personal protective equipment for their usage. Chief Wood did note that DuPage County has provided some masks, Senator Cullerton's office provided antibacterial solution that was sent over to the DuPage Coroner's office for immediate use.

VI. LEGAL ISSUES

A. Attorney Report

Chief Wood stated that there were no legal issues to report on at this time.

B. Other items from the Attorney

Chief Wood stated that there were none.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Deputy Chief Cassidy stated that the next Commissioners meeting is scheduled to take place this Thursday on April 16, 2020. There will be discussion regarding an update on the current firefighter testing process, information on the upcoming Lieutenant's test and some new business topics.

B. Foreign Fire Insurance Board

Chief Wood reported that the most recent board meeting took place on Monday, April 13, 2020. The board discussed a possible sharing of cost with the District for the newly installed UV lighting and also the new zero turn mower. The mower would be half the cost after the old one is auctioned off. The board is also researching into a battery extrication tool with a cost of up to \$30,000. The recent station cleaning was also discussed and noted to split the next cost with the District if needed. Elections for the board will be held in May.

C. DuComm Report

Chief Wood reported that most meetings are currently on hold. Deputy Chief Cassidy noted that DuComm is ensuring that enough staff are on hand and that they are looking into measures for future needs based on average EMS calls by the hour and location.

Trustee Kosiara asked if DuComm is tracking symptom alerts. DC Cassidy noted that they were not.

D. Other Announcements

Chief Wood reported that the firefighters Top Golf event has been postponed at this time.

Chief Wood reported that Medic 34, the stroke unit, was in town four times recently.

District 16 Therapeutic Day School will be in our District starting with the new August school year, taking residency in the old Pheasant Ridge School. Chief Wood reported that we have been putting kits together that were built on recommendation from the hospital, police department and our own Attorney. All of the kits would be considered disposable and kept by the patient. Trustee Osborn asked if we are still handing out the teddy bears. Chief Wood noted that we do still carry them on all ambulances and use them when the situation warrants the need.

Chief Wood reported that during the current COVID crisis situation an evaluation of Administration needs was reviewed and it was determined that in an emergency event situation, that should both Chief Wood and Deputy Chief Cassady are incapacitated, Senior Lieutenant Lipowski would be responsible for Administrative decisions.

Deputy Chief Cassady arranged and had completed the wrapping of the HVAC system in the upstairs living quarters near the kitchen side to address the excess of condensation that was doing damage to the ceiling tiles.

III. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Cassady reported that the floor tiles and carpet were recently cleaned throughout the station. Afterwards the tile was sealed in house by our personnel.

The new medic unit is close to being completed. DC Cassady, Lieutenant Lipowski and Paramedic/FF Guevara inspected the apparatus and noted a few changes that are required before it goes over to Strypes Plus More for lettering and decals next week. It is anticipated that the vehicle will head to the station by the end of the month. It was also noted that the oldest ambulance is out of service again with electrical issues.

The fire engine committee is on hold as FDIC was canceled.

B. Policies and Procedures

Chief Wood noted that the document had been provided to the Glenside Professional Firefighters Association for consideration before being made final. President Pacie provided a list of comments for consideration and possible change. Chief Wood said the items will be considered and it is anticipated that the final document will be provided to the Board for signature at the May meeting.

C. Chiefs Contracts
To be held for closed session.

D. Other Old Business
Chief Wood stated that there was no other old business.

IX. NEW BUSINESS

A. Intergovernmental Agreement with IL Dept of Healthcare and Family Services

The Board of Trustees ratified the agreement previously signed by Trustee Kosiara on behalf of the Board of Trustees to meet the required due date.

B. Lieutenant Promotion
This agenda item is to be held for closed session.

C. Firefighter Hiring
This agenda item is to be held for closed session.

D. Administration Benefits
This agenda item is to be held for closed session.

E. Appropriation Budget 2020-2021
Chief Wood noted that this agenda item will be held until the May agenda due to delays related to COVID-19.

F. Other New Business
Chief Wood noted that there were none.

X. PUBLIC COMMENTS/QUESTIONS

There were none.

XI. CLOSED SESSION

Trustee Kosiara motioned to recess the regular meeting to go into closed session pursuant to Section (2)(c)(1) of the Open Meetings Act (to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body); Section (2)(c)(2) of the Act (to discuss collective negotiating matters between the public body and its employees); and/or Section (2)(c)(11) of the Act (pending, probable or imminent litigation) at 6:18 P.M. The motion was seconded by Trustee Osborn.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to reconvene from closed session at 7:31 P.M. Trustee Osborn seconded the motion.

No action was taken in closed session.

The board recognized the retirement of Lieutenant Walter Siewierski effective July 2, 2020.

Trustee Kosiara motioned to recognize the retirement of Lieutenant Walter Siewierski and to direct the Board of Commissioners to fill the vacant Lieutenant and Firefighter position. The motion was seconded by Trustee Osborn. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

They directed the Chiefs to work with the Board of Commissioners to complete the process to promote from the current Lieutenant's list and to hire a new firefighter from the current firefighter eligibility list. They also noted to notify the Glenside Fire Fighters Local 3277 union representatives regarding the District taking on a 13th firefighter as a temporary capacity to fill the opening and that it was not a permanent change.

XIII. ADJOURNMENT

The next regularly scheduled meeting of May 12, 2020 will take place at the regular time of 5:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

Trustee Kosiara motioned to adjourn the meeting at 7:34 P.M. The motion was seconded by Trustee Olsen. Trustee Kosiara asked the record to reflect there was unanimous approval of the motion with all members in attendance voting.

Respectfully Submitted By:

/s/ Richard Osborn, Secretary

APPROVED THIS 12TH DAY OF MAY, 2020

/s/ Nicholas Kosiara, President