

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
MAY 14, 2024
OF THE BOARD OF TRUSTEES AT 4:30 P.M.**

- I. CALL TO ORDER:
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustee's at 4:30 P.M.
- II. PLEDGE TO THE FLAG:
The pledge of allegiance to the flag was recited.
- III. ROLL CALL:
Present were Trustee Kosiara, Trustee Osborn and Trustee Foss. Trustee Osborn requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Buccola, Bradley O'Sullivan for Controller Howard, Attorney Flaherty and Administrative Assistant Haiden were also in attendance.
- IV. MINUTES OF PREVIOUS TRUSTEES MEETINGS
The regular and closed session meeting minutes for the Board of Trustee's meeting held on April 9, 2024 were presented for review and acceptance.

Trustee Kosiara motioned to accept, approve and file the regular meeting minutes of April 9, 2024 as presented and to accept, approve, release to the public and file the closed meeting minutes of April 9, 2024 as presented. The motion was second by Trustee Osborn. 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

Mr. O'Sullivan reviewed the past month of the fiscal year ending April 2024. He summarized the revenues and operating expenses for the District stating that with twelve months ending April 30th the fiscal year was now ended. The end of year transfers and Pension Fund additional year end contribution has been recorded and sent to the Glenside Firefighters Pension Fund. The District has reserves that cover capital expenses anticipated for the next fiscal year.

There were no questions or concerns.

Trustee Kosiara motioned to approve and file the Controller's Report as presented and pay all accounts payables and payroll as presented for April in the amount of \$483,283.02. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

B. Budget 2024-2025

Chief Cassady noted that a first draft will be provided at the next meeting with the anticipation of passing the budget ordinance at the July board meeting.

C. Audit 2023-2024

The fiscal audit for May 1, 2023 through April 30, 2024 is underway with preliminary fieldwork scheduled in early June. The administrative assistant is working with our auditors and controller to complete the process.

D. Other Items from the Controller

There were no other items from the Controller.

VI. LEGAL ISSUES

A. Attorney Report

Attorney Flaherty presented the board with a summary of legal activities that have taken place since his last attendance. Attorney Flaherty recapped the outline of the new PLAWA (Paid Leave for All Workers Act) legislation in the State of Illinois. He touched base on the policy the board had set and shared some best practices of other departments with the board for consideration. Attorney Flaherty noted that four recent bills all passed the house that he wanted to share information on.

House Bill 4359 regarding the allowance of accumulation of funds in the ambulance fund and for emergency rescue funds for fire districts.

House Bill 2879 regarding bidding and amending the minimum/maximum required amounts to go out for bid on items to be purchased/work to be completed.

House Bill 4144 submitted and supported by the Illinois Fire Chiefs Association in regards to water supply and the notification of out of service hydrants; it would mandate advance notification to departments.

House bill 3908 is in regards to Family Medical Leave Act and specifically firefighter maternity leave (male or female)/ or family illness. If passed, it would approve for six weeks of paid leave stacked upon any other already existing benefits.

B. Other items from the Attorney

There were no other items.

VII. ANNOUNCEMENTS

A. Fire Commissioners

Chief Cassady noted that a Commissioners meeting was cancelled for March and the next meeting is scheduled for May 16, 2024 to meet the requirements of completing a quarterly meeting.

B. Foreign Fire Insurance Board

Chief Cassady stated that there has been no activity with the board and their next meeting will take place on May 20, 2024.

C. DuComm Report

Chief Cassady reported that the monthly chief's meeting took place today. The May 1st cutover for the DuPage County Sheriff's office was transitioned to DuComm.

Telecommunicators week was recognized by the District and to show our appreciation, gift cards were dropped off.

Deputy Chief Cassady reviewed a dive rescue call that DuComm Telecommunicators were recognized for excellent call handling.

DuComm held strategic planning sessions for its executive board members, chiefs, etc. Both Chief Cassady and President Kosiara were members who participated. DuComm is looking at RTCC – Real Time Criminal C... to coordinate efforts as a high priority.

It was noted that a 23 year serving telecommunicator/dispatcher, who was known to many District members, has passed away. As the responding District, Chief Cassady worked with the DuComm staff to assist with the loss.

D. Other Announcements

Chief Cassady noted that the 2023 annual report will be presented at the next board meeting.

There will be an occupational health company change in the near future. Chief Cassady also noted that the Battalion Chiefs have been a great help with coverage and projects.

Service awards for the District and its members will be held in September on a Friday night with more information to come.

Chief Cassady had a meeting with the West Fire Alliance and coordinator Chief Fors from Hanover Park Fire Department. Continued multi-company training takes place twice a month for our members. The partnership has provided many advantages and improved on relations/personnel of other surrounding departments. Chief Cassady is looking to formally have Glenside recognized as a member of the alliance and adopt the standard operating guidelines of the organization. The District is committed to providing continued training to its members. He asked the board for consideration of the agreement to be accepted at the next board meeting. Trustee Kosiara asked the cost and any other commitments from the District as well as any limitations. Chief Cassady addressed the question, noting there were none.

VIII. OLD BUSINESS

A. Apparatus and Facilities

Deputy Chief Buccola provided an update on various District vehicles and their status. The sale of the E-One Quint was briefly discussed to include any potential interest in the purchase of the vehicle.

DC Buccola noted that the Fire Marshal's new vehicle was in. Lights and radios for safety will be installed in the vehicle.

DC Buccola reported on facilities noting that the new carpeting project installation was underway and is anticipated to be completed by the end of the week for the living quarters and training room areas.

Pricing on automatic openers for the front doors to become ADA compliant are being investigated.

B. Collective Bargaining 2024

Chief Cassady said that they have had a couple of meetings in the past month, details to be discussed in closed session.

C. Other Old Business

There was no other old business.

IX. NEW BUSINESS

A. Deputy Chief Admin Contract Renewal

Chief Cassady asked that the item be held for closed session.

B. Administrative Wages Review

Chief Cassady asked that the item be held for closed session.

C. Kiwanis Glendale Heights Mini Golf Sponsorship

There was discussion regarding the Kiwanis of Glendale Heights sponsorship request. The commitment from the District for last year was revisited and considered. The event will take place at Holes and Nolls Miniature Golf Course in Glen Ellyn on Saturday, June 22nd from 11:00 AM to 2:00 PM.

Trustee Kosiara motioned to approve a hole sponsorship for the Kiwanis Glendale Heights Mini Golf Event in the amount of \$150.00 and to cover the cost of \$25 for any designated golfers by the next meeting. The motion was second by Trustee Osborn.

Roll Call Vote:

Trustee Kosiara – aye

Trustee Osborn – aye

Trustee Foss – aye

Motion carried.

D. Other New Business

There was no other new business to discuss.

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)(8) of the Act (pending, probable or imminent litigation) at 5:36 PM. The motion was second by Trustee Osborn.

XII. RETURN TO RECESSED MEETING

Trustee Kosiara motioned to return from closed session at 7:26 P.M. The motion was second by Trustee Foss. Trustee Kosiara asked the record to reflect that there was unanimous approval of the motion with all members in attendance voting.

No action taken in closed session.

XIII. ADJOURNMENT

The next regularly scheduled meeting of June 11, 2024 will take place at the regular time of 4:30 PM at 1608 Bloomingdale Road, Glendale Heights, Illinois.

Trustee Kosiara motioned to adjourn the meeting at 7:27 P.M. The motion was second by Trustee Osborn. 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 11TH DAY OF JUNE, 2024

/s/ Nicholas Kosiara, President