

**GLENSIDE FIRE PROTECTION DISTRICT
MINUTES OF THE SPECIAL MEETING JUNE 8, 2022
OF THE BOARD OF TRUSTEES AT 9:00 A.M.**

- I. CALL TO ORDER:
President Kosiara called to order the regular meeting for Glenside Fire Protection District Board of Trustees at 9:06 A.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 Trustee Kosiara, Trustee Osborn and Trustee Olsen. Trustee Kosiara requested that the meeting minutes reflect that Chief Cassady, Deputy Chief Kolarik, Administrative Assistant Haiden and Glenside Professional Firefighters Association representative, Lieutenant Michael Pacie were also in attendance.

- IV. NEW BUSINESS
 - A. Budget Workshop and Strategic Planning
Chief Cassady is currently working on the annual budget for the District for the upcoming fiscal year May 1, 2022 through April 30, 2023. The purpose of the budget workshop and strategic planning meeting was to review anticipated incomes and expenses affecting the upcoming 2022-2023 budget for the District and to consider five to ten years into the future. Chief Cassady prepared a follow-up presentation for the board covering the following areas discussed during the prior special meeting on April 25, 2022.
 - Mission and vision statements – no changes to current.
 - Station – Current projects continue but no other immediate action needed.
 - Training House / 174 E. Fullerton Ave – Looking to complete a change in design, new windows and continued configuration updates for training purposes.
 - Fleet – Quint 58 usage will be reassessed after the ISO rating when the full impact is understood; it is twenty years old in 2026. Staff vehicles were discussed to include electric options when bureau vehicle is replaced. Consider selling both bureau cars and downsize vehicle.
 - Staffing and services - The administrative workload was discussed and adjusting staff was considered. The new training demands and increased 7G time was discussed as well. Fire ground operations

and concern for “no 24 hours command staff” was evaluated, noting the reliance on neighboring departments on the fire scene. New applications are being used for scheduling and data tracking and were described to the board for further understanding. The part-time program continues to have its struggles with staffing and other associated challenges. Additional recruitment and retention issues were brought into the conversation. The possibility for a jump crew assignment to fall back to when needed was discussed. The EMS and Training Coordinator job loads/responsibilities listing were provided to the board members by DC Kolarik for reference. Response time evaluations were discussed and the need for a more detailed breakdown and analysis was considered for the future. Lt. Pacie offered the AFFI free analysis option.

Chief Cassady noted that the survey monkey to employees had worked well in gathering feedback and input from all employees.

- Financial - Ambulance services and increased billing rates were brought into the financial discussion and position for the District. Accreditation – It was determined to not seek accreditation at this time.
- Strategic Goals and Initiatives – Image Trend for EMS and Fire, continued increase in call demand, succession plans for officer development, social media and standard operating guidelines were all discussed.

Trustee Osborn asked if the Chamber of Commerce had ever received a presentation from the District regarding its services for businesses. Chief Cassady welcomed the idea and will look into it. Continued succession hiring for administrative positions will be looked at a few more years down the line.

The Fire Prevention Bureau was discussed and its completion of 91 percent of inspections, which the Fire Marshal intends to continue to increase. The consideration for plan reviews to continue internally or to be outsourced in the future was discussed.

The training strategy and area alliance group was also discussed from both the Chief and firefighter level perspectives.

- A review of the Battalion Chief proposal from the last meeting was continued in discussion and detailed to those present. The title of Captain was brought up by President Kosiara. Additional discussion recognized that the “Battalion Chief” role checked a lot of the identified needs for the District. Chief Cassady was directed by the board to collect additional data as well as a financial evaluation of the impact on the District to add the new rank. Legal counsel should also be brought into the conversation for any identified concerns, not already being looked at. If the process continues, a new command

vehicle would be needed and the time constrictions of delivery were discussed; the item will be added to the next agenda.

B. Other New Business

Chief Cassidy stated there was no other new business to discuss.

V. PUBLIC COMMENTS/QUESTIONS

There were none.

VI. ADJOURNMENT

The next regularly scheduled meeting of June 14, 2022 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 11:45 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 14TH DAY OF JUNE, 2022

/s/ Nicholas Kosiara, President