

FRANKFORT FIRE PROTECTION DISTRICT

Board of Fire Commissioners
Regular Meeting Minutes
Fire Station Seventy-One
333 West Nebraska Street – Frankfort, IL 60423
Tuesday, June 13, 2023 – 10:00 A.M.

I. CALL TO ORDER:

The meeting was called to order at 10:04 A.M.

II. ROLL CALL:

Present: Commissioners: Raymond Garritano
Heather Dauber
Dirk Van Beek

III. PUBLIC COMMENTS:

None present.

IV. APPROVAL OF THE MINUTES:

1. Regular Meeting – March 14, 2023
2. Special Meeting -- May 5, 2023

- A **Motion** was made by Commissioner Dirk Van Beek and seconded by Commissioner Raymond Garritano to:
“Approve the Regular March 14, 2023 Meeting Minutes, as presented.”

President Dauber requested the Secretary to call for a roll call vote. Upon the roll being called, the following Commissioners voted:

AYE: Raymond Garritano, Heather Dauber and Dirk Van Beek
NAY: None
ABSENT: None

The President declared the Motion carried.

- A **Motion** was made by Commissioner Heather Dauber and seconded by Commissioner Dirk Van Beek to:
“Approve the Special May 5, 2023 Meeting Minutes, as presented.”

President Dauber requested the Secretary to call for a roll call vote. Upon the roll being called, the following Commissioners voted:

AYE: Raymond Garritano, Heather Dauber and Dirk Van Beek
NAY: None
ABSENT: None

The President declared the Motion carried.

V. UNFINISHED BUSINESS:

None.

VI. NEW BUSINESS:

Chief Fierce provided the following information:

1. Discuss/Approve New Meeting Dates:
 - o September 12, 2023
 - o December 12, 2023
 - o March 12, 2024
 - o June 11, 2024

The Commissioners held an open discussion on the proposed dates and chose to change the September 12, 2023 date to September 19, 2023.

- A **Motion** was made by Commissioner Heather Dauber and seconded by Commissioner Raymond Garritano to:
“Approve the new meeting dates with the noted date change.”

President Dauber requested the Secretary to call for a roll call vote. Upon the roll being called, the following Commissioners voted:

AYE: Raymond Garritano, Heather Dauber and Dirk Van Beek
NAY: None
ABSENT: None

The President declared the Motion carried.

2. Chief's Report:
 - o Lt. Hansen
 - o Testing Process
 - o Engineer List

Chief Fierce provided the following information –

- o Lt. Hansen's Disability Pension Hearing is scheduled for sometime in August, about the same time frame as the hiring process begins;
- o Looking to replace two (2) members – one for Lt. Hansen's roster spot and for one additional roster spot;
- o Three (3) names are left on the current Eligibility List, will contact in August;
- o Application period closed on June 8, 2023 and received thirty-six (36) applicants;
- o I.O. Solutions is vetting the applicants and establishing a new list;
- o Effective June 1, 2023, two (2) promotions took place, Phil Scaletta to Lieutenant and Jake Smith to Engineer. At least one (1) Commissioner is needed to administer the Oath to them at the June 20th Board of Trustees meeting; and,
- o Two (2) members came off "Probation" on June 6th and will be sworn in as Firefighters as the same meeting.

VI. NEW BUSINESS: [Continued]

3. Discuss Interviews:
 - o Format Panel vs. Individual
 - o Dates Week of August 7
 - o Questions

Chief Fierce discussed the following with the Commissioners:

- o Reviewed the interviewing format – by panel or individually;
- o Format decision based on final number of applicants;
- o Interviewing the week of August 7, 2023; and,
- o Reviewed the previous questions – no changes need to be made.

VII. CLOSED SESSION – If needed under exemption for discussion of employment matters.

No motion to go into Closed Session was made.

VIII. ADJOURNMENT:


At 10:45 A.M., a **Motion** was made by Commissioner Heather Dauber and seconded by Commissioner Raymond Garritano

“Adjourn the meeting.”

President Dauber called for a voice vote. All in favor.

The President declared the Motion carried.

Chief Sean Fierce, Recording Secretary


Secretary, Board of Fire Commissioners

Transcription by: Carolyn J. Williams, Admin. Support/Receptionist