

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Minutes

Tuesday, January 26, 2010

7:00 AM

Village Hall Board Room

Board of Fire and Police Commissioners

*Commissioners William Dunne, Thomas M. Rachubinski
& Kenneth M. Florey*

A. Call to Order and Roll Call of Members

The Tuesday, January 26, 2010, Regular Meeting of the Lombard Board of Fire and Police Commissioners convened at 7:01 a.m. in the Village Hall Board Room, 255 East Wilson Avenue, Lombard, Illinois.

Present:

*William Dunne - Chairman
Thomas Rachubinski - Vice Chairman (arrived at 7:05 a.m.)
Kenneth Florey - Secretary*

Guests:

*Chief Raymond J. Byrne - Police Department
Chief G. Edward Seagraves - Fire Department (arrived at 7:05 a.m.)
Battalion Chief Michael Torrence - Fire Department
Battalion Chief Ronald Rakosnik - Fire Department
Kathleen Dunne - Human Resources Administrator - Village Hall
James Rhodes - Board Attorney*

B. Approval of Minutes

It was moved by Secretary Florey, seconded by Chairman Dunne, to approve the minutes from the Regular Meeting held on Tuesday, December 22, 2009. Motion carried.

It was moved by Secretary Florey, seconded by Chairman Dunne, to approve the minutes from the Special Meeting held on Thursday, January 14, 2010. Motion carried.

It was moved by Secretary Florey, seconded by Chairman Dunne, to approve the minutes from the Executive Session from the meeting held on Thursday, January 14, 2010. Motion carried.

It was moved by Secretary Florey, seconded by Chairman Dunne, to approve the minutes from the Special Meeting held on Saturday, January 16, 2010. Motion carried.

C. Public Participation

None

D. Payment of Bills

The Board received two invoices from F. L. Hunter and Associates, Inc. covering polygraph examinations for police and firefighter entry-level candidates, one in the amount of \$1,950, and one in the amount of \$600.

The Board received an invoice from Stanard & Associates, Inc., in the amount of \$790, covering personality evaluations for two police entry-level candidates.

The Board received an invoice from Lombardian/Villa Park Review, in the amount of \$40.38, covering publication of a Legal Notice for changes to the Board's Rules and Regulations.

The Board received two invoices from Klein, Thorpe and Jenkins, Ltd., one in the amount of \$684, covering legal services rendered and expenses advanced through November 30, 2009, and one in the amount of \$1,406, covering legal services rendered and expenses advanced through December 31, 2009.

The Board received Overtime Reports from secretary to the Board, Sue Beecham, covering meetings on January 14, 16, and 26, and one for various duties for the Board.

It was moved by Secretary Florey, seconded by Chairman Dunne, to approve payment of the above invoices and overtime. Motion carried.

E. Chairperson's Report

No report

F. Vice Chairperson's Report

No report

G. Secretary's Report

No report

H. Correspondence

The Board received a copy of a memo of achievement from Chief Seagraves to Firefighter/Paramedic Jeff Abruzino, for successfully certifying as a Firefighter III. This was noted by the Board and will be filed appropriately.

The Board received a copy of a memo of achievement from Chief Seagraves to Firefighter/Paramedic Mike Fetzer for successfully completing HAZARDOUS MATERIALS FIRST RESPONDER-OPERATIONS. This was noted by the Board and will be filed appropriately.

The Board received a copy of a memo of achievement from Chief Seagraves to Firefighter Candidate Timothy Gorvett for successfully completing TECHNICAL RESCUE AWARENESS, HAZARDOUS MATERIALS FIRST RESPONDER-OPERATIONS, FIREFIGHTER II, and HAZARDOUS MATERIALS AWARENESS. These were noted by the Board and will be filed appropriately.

The Board received a copy of a memo of achievement from Chief Seagraves to Firefighter/Paramedic Bill Klein for successfully completing FIRE SERVICE VEHICLE OPERATOR. This was noted by the Board and will be filed appropriately.

The Board received copies of memos of achievement from Chief Seagraves to Firefighter/Paramedic Ken Welch for successfully certifying in CARNIVALS, CIRCUSES AND SIMILAR EVENTS and successfully completing IS-00547.a, INTRODUCTION TO CONTINUITY OF OPERATIONS and IS-00701.am NIMS MULTIAGENCY COORDINATION SYSTEM (MACS). These were noted by the Board and will be filed appropriately.

The Board received a copy of a shift assignment memo from Chief Seagraves to Firefighter/Paramedic Bruce Logsdon as he had completed his introductory training. This was noted by the Board and will be filed appropriately.

Copies of letters, sent by the Board, declining employment to nine fire entry-level candidates were presented for filing.

The Board received copies of Accreditation Standards 25.1.3, Annual Analysis of Employee Grievances-2009, and 52.1.5, Internal Affairs Investigations-2009, from Chief Byrne. No trends were noted and no disciplinary actions were sent to the Board for review.

The Board received a letter from Advocate Occupational Health announcing a 5% increase in fees beginning on January 1, 2010. (The village has signed a new contract with Elmhurst Occupational Health beginning January 1, 2010 continuing for the next three years.)

The Board received a pamphlet from Police Consultants, Inc. highlighting their services.

I. Unfinished Business

Chief Byrne had provided the Department Merit and Efficiency Ratings to Chairman Dunne. The Assessment Center for sergeants' and lieutenants' promotions is scheduled for February 9, 10, and 11. Stanard and Associates will work with this Board on the oral interview portion of the testing process. A price quote from Stanard was included covering this program.

Chief Byrne had emailed the Board confirming pricing for the lateral entry written examination when conducted by Stanard. The Chief noted the Board of Trustees continued their decision on hiring to their February 4 meeting.

J. New Business

Attorney Rhodes provided the Board with a memo regarding Orientation Statement Regarding Standards to be read at the firefighter entry level orientation session scheduled on February 15, 2010 at College of DuPage. The Board agreed on its content.

K. Other Business

The next meeting of the Lombard Board of Fire and Police Commissioners is scheduled for Wednesday, February 24, 2010, at 7:00 a.m. This is in lieu of the meeting normally scheduled for Tuesday, February 23, 2010, at 7:00 a.m. In addition, a special meeting may be scheduled in order to complete the training/testing process for the oral interview program for police sergeants/lieutenants promotions.

L. Executive Session

It was moved by Chairman Dunne, seconded by Vice Chairman Rachubinski, to recess to Executive Session at 7:20 a.m. Motion carried.

M. Reconvene

The Regular Meeting of the Lombard Board of Fire and Police Commissioners reconvened at 7:46 a.m.

Present:

*William Dunne - Chairman
Thomas Rachubinski - Vice Chairman
Kenneth Florey - Secretary*

Guests:

*Chief G. Edward Seagraves - Fire Department
Battalion Chief Michael Torrence - Fire Department
Battalion Chief Ronald Rakosnik - Fire Department
Kathleen Dunne - Human Resources Administrator - Village Hall
James Rhodes - Board Attorney*

The Board agreed to review and discuss a letter received from an entry-level firefighter candidate at a future meeting.

It was moved by Vice Chairman Rachubinski, seconded by Secretary Florey, to hold final approval of an entry-level firefighter candidate until a future meeting. Motion carried.

N. Adjournment

It was moved by Vice Chairman Rachubinski, seconded by Secretary Florey, to adjourn the Regular Meeting of the Lombard Board of Fire and Police Commissioners at 7:53 a.m. Motion carried.

Kenneth Florey, Secretary

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