



BARTLETT

FIRE PROTECTION DISTRICT

BOARD OF TRUSTEES MEETING

MARCH 18, 2020

Meeting Call to Order

Trustee McCarthy called the meeting of the Board of Trustees of the Bartlett Fire Protection District to order at 7:04 p.m. Those in attendance were Trustee McCarthy, Trustee Robbins, and Trustee Bersani. Trustee Giovannelli attended by Zoom electronic video conference, Trustee Passaro was absent. Also in attendance were Chief Gabrenya, Deputy Chief Becker, Attorney Miller, Accountant James Howard, and Executive Assistant Kolber.

Trustee McCarthy led those in attendance in the Pledge of Allegiance.

Public Comments

There were no public comments.

Special Presentations

Trustee McCarthy presented a Proclamation to Telecommunicators recognizing the DU-COMM 9-1-1 Telecommunicators in celebration of National Public Safety Telecommunications Week, April 12 - 18, 2020.

ORDER OF BUSINESS

Trustee's Report

Trustee Bersani – Thank you to Chief Gabrenya for the continual updates on COVID-19.

Trustee Robbins – Thank you to Chief Gabrenya and administration for all the additional work and the crews dealing with the extra equipment and tactics due to the COVID-19 virus. Thank you and Congratulations to FF Chapman for being accepted to the IL Task Force 1, a statewide disaster response team.

Trustee Giovannelli – Thank you to Chief Gabrenya and DC Becker for all the additional work on the IAP and daily briefings due to the COVID-19 virus. Also, thank you to the crews in advance for their dedication and hard work that will encompass them due to the COVID-19 virus. Thank you to the crews for the recent fire stop on Clover Court, March 10. Thank you and congratulations to FF Chapman becoming part of the IL Task Force 1.

Trustee McCarthy – Echo the previous sentiment to the administration, crews, and FF Chapman. Through all of these times, the District will grow from this.

Trustee Passaro – Absent

Approval of the Minutes

Financial Report

Trustee Robbins reported that the total bills were:

FIRE FUND	\$80,079	PAYROLL	\$389,370.51
AMBULANCE FUND	\$113,429.53	STATION 1	\$2,914.34
EQUIPMENT CAPITAL	\$7,250.00	STATION 2	\$1,699.32
BUILDING CAPITAL	\$0.00	STATION 3	\$1,401.53
VEHICLE CAPITAL	\$0.00		
TOTAL ALL BILLS			\$596,144.23

Old Business

Chief Gabrenya provided an update on the upcoming Strategic Plan. The majority of Trustees preferred to break the session into two weeknights. A question asked was whether the trustees prefer to be collectively interviewed as a group or individually prior to the meeting. Trustee Robbins requested to have a forecast of what is coming up to better answer questions.

New Business

1. Firefighter Maulding's Foreign Fire Insurance Board report will be postponed to a future meeting.
2. There was a semi-annual review of the Board Policies and Procedures with no changes suggested.
3. Chief Gabrenya provided a vehicle health report and a vehicle replacement and purchasing schedule. Accountant James Howard assisted in answering questions. A discussion was held.
4. Chief Gabrenya reported that the new ambulance is now in service. The reserve ambulance has historically has been sold. It is suggested to repurpose the ambulance to be used for fire investigations. Chief Gabrenya and Deputy Chief Becker provided the financial and operational reasons to choose this route. The Board is in consensus to repurpose the reserve ambulance.

Consent Agenda

Trustee Robbins made a motion to approve the consent agenda items 1 through 10. Trustee Bersani seconded the motion and with a roll call vote as follows: Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, absent; Trustee Robbins, yes; Trustee Giovannelli, yes; the motion so carried.

1. Approval of the Bill List as presented
2. Approval of the Board Meeting Regular Session Minutes 02/19/20
3. Approval of the Board Meeting Closed Session Minutes 02/19/20
4. Approval of Resolution 2020-01, a resolution of the BFPD designating authorized signatories for all depository accounts held in the name of BFPD
5. Approval of the purchase to replace a training staff vehicle
6. Approval to purchase new SCBA Breathing Apparatus (Fulfill 10% purchase requirement for Assistance to Firefighters Grant)
7. Approval of Station 1 building repairs (flooring and walls) paint, and furniture replacement
8. Approval of the purchase for upgrades to LED lighting (Grant Assisted)
9. Approval to purchase ASHER equipment
10. Approval to purchase 12 sets of bunker gear replacing expired gear

Action to be taken by the Board

Attorney Miller explained what the Declaration of Civil Emergency entails. A discussion was held.

Trustee McCarthy made a motion to approve a Declaration of Civil Emergency. Trustee Robbins seconded the motion and with a roll call vote as follows: Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, absent; Trustee Robbins, yes; Trustee Giovannelli, yes; the motion so carried.

Vicki Maxon, MSW Consultants, provided detailed information with recommendations for the new phone system. A discussion was held.

Trustee Bersani made a motion to approve the purchase of a Mitel Phone system for a cost not to exceed the budgeted \$58,000. Trustee Robbins seconded the motion and with a roll call vote as follows: Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, absent; Trustee Robbins, yes; Trustee Giovannelli, yes; the motion so carried.

Deputy Chief Becker provided information on the placement and functionality of the security cameras. A discussion was held.

Trustee McCarthy made a motion to approve the purchase of security cameras for Station 1, 2, and 3. Trustee Robbins seconded the motion and with a roll call vote as follows: Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, absent; Trustee Robbins, yes; Trustee Giovannelli, yes; the motion so carried.

Attorney's Report

Attorney Miller provided an update on the recent proclamation of the executive order from Governor Pritzker and the guidelines by the CDC for gatherings. The attorney suggested for the next Board agenda to provide the public with a link for a live feed to attend the meeting.

Fire Chief Gabrenya's Report

- Due to the COVID-19 outbreak the District is tracking overtime costs and purchases of additional equipment for possible FEMA reimbursement. Local dental offices were contacted and the District received a generous amount of mask donations.
- The Foreign Fire Insurance Board has approved the purchase for three Zoom Boards, This will allow communication between stations for meetings and will allow video conferencing for the public at future Board meetings.
- Due to COVID-19, meetings have been able to be held between local fire departments, Village departments, and local critical care facilities using the Zoom board. There have been constant updates with CDC and updates are placed on the website and social media. Next will be working on continuity of operations plan.

Deputy Chief Becker's Report

- The new ambulance, Medic 2, is now fully equipped and placed into service. IDPH allowed self-inspection due to scheduling issues with the COVID-19 outbreak.
- Training on COVID-19 has been extensive with the crews. Operational changes are being placed into phases as time evolves. Discussed the issues with personal protective equipment.
- Reported on outcome of recent new hire testing. 64 Candidates passed the test. Candidates will be notified and interviews scheduled.

Fire Marshal Heimbecker's Report

- A written report was provided on the Fire Prevention Bureau monthly activities.

Upcoming Calendar

- 22nd Annual IL Fire Service Legislative Day on April 10, 2020 has been cancelled.

Correspondence

- Thank you for the response on February 14, 2020 from a Bartlett resident.
- Thank you to the Bartlett Fire District from Victory Centre for the donation of silk floral arrangements.

Chief Gabrenya provided an update on the meeting schedule for Union negotiations.

Closed Session

No closed session was held.

With no further business to be brought before the Board, Trustee Robbins made a motion to adjourn. Trustee Giovanelli seconded the motion and with a roll call vote as follows: Trustee McCarthy, yes; Trustee Bersani, yes; Trustee Passaro, absent; Trustee Robbins, yes; Trustee Giovannelli, yes; the regular session of the meeting was adjourned at 9:13 p.m.

Respectfully submitted,

Colleen Kolber
Executive Assistant

ATTEST:

President, James McCarthy

Secretary, Frank Giovannelli

Treasurer, Larry Robbins

Trustee, Michael Bersani

Trustee, Antonio Passaro