

**Lisle-Woodridge Fire District**  
*Board of Trustees Regular Meeting Minutes*  
*Tuesday, August 27, 2019 5:00 p.m.*  
*Station #51 / Headquarters 1005 School Street Lisle, IL*

**CALL TO ORDER**

President Frank called the regular meeting of the Board of Trustees of the Lisle-Woodridge Fire District to order at 5:00 p.m. on Tuesday, August 27, 2019, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

**ROLL CALL**

In attendance were President Frank, Vice President Chaffin, Secretary Costin, Treasurer Perry, Trustee Wang, Chief Krestan, Deputy Chief Demas, James Howard, and Attorney Ottosen.

A group of firefighters and community leaders were also present, including Battalion Chief Gray, Battalion Chief Capua, Battalion Chief Mulford, Lieutenant Peterson, and Consultant Randy Reeder.

**PLEDGE OF ALLEGIANCE**

Chief Krestan led everyone in reciting the Pledge of Allegiance.

**CONSENT AGENDA**

President Frank asked if anyone wanted any items removed from the August 27, 2019 Consent Agenda.

1. Approve July 23, 2019 Board of Trustees Regular Meeting Minutes
2. Approve Purchase Orders 7/24/2019 through 8/27/2019 - \$26,089.85
3. Ratify Approval of August 8, 2019 Recurring A/P Expenditures - \$299,463.59
4. Approve August A/P Expenditures - \$388,814.95 (inclusive of item #2)
5. Acknowledge Receipt of July 2019 Financial Reports

Vice President Chaffin read items 1 - 5 and made a motion to approve as the Omnibus Vote Agenda. Secretary Costin seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Costin, Frank, Perry, Wang / 0 nays).

**PRESENTATION TO THE BOARD OF TRUSTEES**

*The Commission on Fire Accreditation International (CFAI) Accredited Agency Award*

Chief Krestan extended special thanks to Randy Reeder and Battalion Chief Capua for their hard work on the path to accreditation. Accreditation gives the Fire District credibility and transparency, especially through the Standard of Cover. The District prides itself on its focus on serving the community.

Battalion Chief Capua provided a Power Point presentation of photos focused on the District's journey to accreditation. The road to accreditation began in February of 2016 and included the completion of the Strategic Plan, the Standard of Cover, and the Self-Assessment Manual. The timeline had to be pushed back several times, but after the four-day site visit by the assessment team, accreditation was recommended. On August 7, 2019, the accreditation team attended the eleven-member commission hearing in Atlanta with Chief Bill Stark, the assessment team leader, and was unanimously awarded accredited status. Lisle-Woodridge Fire District is one of 272 accredited fire districts and one of 71 that are both ISO Class 1 and accredited. Battalion Chief Capua presented the CFAI accreditation plaque to the Board of Trustees.

## **FINANCIAL REPORT**

- **Monthly Presentation**

James Howard reported on the financial report ending on July 31, 2019. A budget timeline was provided and the revenue was reviewed. He answered Board of Trustee questions.

## **MATTERS OF THE PUBLIC**

Secretary Costin introduced a friend she brought to the meeting. FireMedic I and Union President Barnes congratulated the District on earning accredited status and is excited for Trustee Wang to join them in October for Fire Ops 101.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

*Resolution No. 19-03 Authorizing the Destruction of Certain Verbatim Recordings of Closed Session Meetings of The Board of Trustees of the Lisle-Woodridge Fire Protection District*

With the suggestion from council, the District implemented a new procedure for the destruction of closed session meeting recordings older than eighteen months. Vice President Chaffin read the resolution and made a motion to approve. Treasurer Perry seconded the motion. The motion carried by a voice vote (5 ayes / 0 nays).

*Andres Medical Billing Presentation*

Pat Mannix provided a status report and documentation regarding the District's work with Andres Medical Billing. Call volume is down, but the District is trending higher in collections in 2019 than in 2018 and is on track to hit budget. He answered Board of Trustee questions.

*2018 Audit Presentation*

Anthony Cervini from Sikich LLP provided a presentation of the almost complete 2018 District Audit. The District received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. He provided a Letter of Transmittal and Independent Auditor's Report. The MDNA should be reviewed, especially regarding the new Gatsby statement 75. He answered Board of Trustee questions.

*2020-2024 Strategic Plan Presentation*

Craig Rapp of Rapp Consulting Group complimented the District on the dedication to such a high level of excellence. The District chose to adopt the same four strategic plan priorities for the 2020-2024 period. He answered Board of Trustee questions.

*Authorization to Enter into an Agreement with Foster Coach Sales, Inc. to Purchase a New Ambulance*

The District would like to purchase an ambulance through the Suburban Purchasing Cooperative, committing to the 2019 pricing. This would be in keeping with the fleet replacement plan which was modified approximately a year ago. Vice President Chaffin made a motion to purchase a new ambulance for \$225,760.00. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Frank, Costin, Wang / 0 nays).

*Board of Fire Commissioners Report*

Chief Krestan reported the Commissioners met on July 30, 2019 and disqualified a candidate who had previously received a conditional letter of employment. A conditional letter of employment has

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been extended to candidate #27. The new FireMedic II start date is August 5, 2019 with a 9:00 a.m. Swearing In Ceremony. The Commissioners are updating the Rules and Regulations. The August 7, 2019 meeting has been cancelled.

*Pension Board Report*

Deputy Chief Demas reported the Pension Board members met on August 26, 2019. UBS The final Actuarial Report is available for review. The next meeting will take place on September 23, 2019.

*IAFPD / NIAFPD Report*

Chief Krestan reported Lisle-Woodridge Fire District will host the fall seminar on Saturday, October 26, 2019.

*DUCOMM Report*

Chief Krestan reported the District is still waiting on fire station alerting. The new CAD system is functioning well.

*Accreditation Report*

Chief Krestan reported the Accreditation Report will remain a standing agenda item to encourage monthly reporting.

*Chief's Report: Summary and Administrative Calendar*

Chief Krestan provided a written report.

*Trustee Items for Discussion*

- Vice President Chaffin congratulated the team on achieving accredited status.
- Treasurer Perry is pleased with the District's transformation and great improvement over the past year.
- Trustee Wang is proud to be on the board of an accredited district.
- President Frank is so glad to have been a part of such a rewarding lifetime event as was accreditation.
- Attorney Ottosen opened up the discussion of possible annexation litigation. He also informed the trustees that Steve DiNolfo will now be in attendance at Board of Trustee meetings.

**CLOSED SESSION**

None.

**ADJOURNMENT**

There being no further business to come before the Board, at 6:42 p.m. Treasurer Perry made a motion to adjourn the meeting. Secretary Costin seconded the motion. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Respectfully submitted,



Joan K. Costin, Secretary  
Board of Trustees