

**LISLE-WOODRIDGE FIRE DISTRICT**  
*Board of Trustees Regular Meeting Minutes*  
*Station #51 / Headquarters 1005 School Street Lisle, Illinois*  
*Tuesday, September 24, 2019 5:00 p.m.*

**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, September 24, 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, Attorney DiNolfo, Attorney Ottosen, and Recording Secretary Marassa.

A group of firefighters and community leaders were also present, including EMS Coordinator Weaver, Vehicle Maintenance Director Homerding, Battalion Chief Gray, Battalion Chief Capua, Battalion Chief Mulford, Union President Barnes, three probationary firemedics: Windmoeller, Gonzalez, and Wingfield, and Lisle Girl Scout Brownie Troop 55759, their troop leader, and families.

**PLEDGE OF ALLEGIANCE**

Brownie Troop 55759 led everyone in reciting the Pledge of Allegiance.

**INTRODUCTIONS**

The three probationary firemedics, Eric Windmoeller, Louis Gonzalez, and Matthew Wingfield, introduced themselves to the Board of Trustees.

The District's new council, Attorney Stephen DiNolfo, introduced himself to the Board of Trustees.

**CONSENT AGENDA**

President Frank asked if anyone wanted any items removed from the September 24, 2019 Consent Agenda.

1. Approve August 27, 2019 Board of Trustees Regular Meeting Minutes
2. Approve Travel Expenses - IFCA Conference - Chief Krestan, Deputy Chief Demas, EMS Coordinator Weaver, and Battalion Chief Capua; Total Activity Fee: \$832.00, Total Lodging Cost: \$1,300.00, Total Per Diem: \$525.00
3. Approve Purchase Orders 8/28/2019 through 9/24/2019 - \$14,070.86
4. Ratify Approval of September 5, 2019 Recurring A/P Expenditures - \$291,623.69
5. Approve September A/P Expenditures - \$361,793.92 (inclusive of item #4)
6. Acknowledge Receipt of August 2019 Financial Reports

Vice President Chaffin read items 1 - 6 and made a motion to approve as the Omnibus Vote Agenda. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

## **FINANCIAL REPORT**

### *Monthly Presentation*

James Howard reported on the financial report ending on August 31, 2019. Howard explained expectations for the Monday, October 7, 2019 Trustee 2020 Budget Workshop. Howard answered Board of Trustee questions.

## **MATTERS OF THE PUBLIC**

FireMedic I and Union President Joe Barnes is looking forward to Trustee Wang joining them on Saturday, October 5, 2019 for Fire Ops 101.

## **OLD BUSINESS**

### *Approval of the 2018 Comprehensive Annual Financial Report*

After discussing the 2018 Comprehensive Annual Financial Report (CAFR) at the Tuesday, August 27, 2019 regular meeting, the Board must approve and file the CAFR with both the County Comptroller and GFOA. Vice President Chaffin made a motion to approve the 2018 Comprehensive Annual Financial Report. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

## **NEW BUSINESS**

### *Approval of the 2020-2024 Strategic Plan*

After introducing the 2020-2024 Strategic Plan at the Tuesday, August 27, 2019 regular meeting, the Board must approve its use for the next five years. Secretary Costin made a motion to approve the 2020-2024 Strategic Plan. Vice President Chaffin seconded the motion. The motion carried by a voice vote (5 ayes / 0 nays).

### *Approval of the Enterprise Fleet Management Lease Program*

James Howard introduced the five year equity lease Enterprise fleet management program for the seven officer vehicles. Benefits of the program include Enterprise handling maintenance needs, total officer vehicle costs will be decreased by approximately 16% after five years, and the costs will be consistent over the length of the lease allowing stability in the budget. The program comes highly recommended by several fire department references. Vice President Chaffin made a motion to approve the Enterprise fleet management lease program. Treasurer Perry seconded the motion. The motion carried by a roll call vote (5 ayes - Chaffin, Perry, Costin, Wang, Frank / 0 nays).

### *Approval of Intergovernmental Agreement Between The Department of Healthcare and Family Services and The Lisle-Woodridge Fire District*

Chief Krestan introduced the Ground Emergency Medical Transport (GEMT) Act, a federal program through the Department of Health and Human Services, which provides funding for agencies that provide GEMT for Medicaid patients in an effort to help offset the costs. In order to guarantee 2019 funding, all documents must be submitted by October 1, 2019. This would allow the District to potentially double the revenue earned from transporting Medicaid recipients. Treasurer Perry made a motion to direct the Fire Chief of the Lisle-Woodridge Fire District to submit documentation to comply with the Ground Emergency Medical Transport Act and to do so

before October 1, 2019 and to direct the President of the Board of Trustees to execute the Intergovernmental Agreement Between the Department of Healthcare and Family Services and the Lisle-Woodridge Fire District, subject to approval by legal counsel of the District and subject further to ratification at the next regularly scheduled Board of Trustees meeting. Secretary Costin seconded the motion. The motion carried by a roll call vote (5 ayes - Perry, Costin, Chaffin, Wang, Frank / 0 nays).

#### *Board of Fire Commissioners Report*

Chief Krestan reported the Commissioners met on Wednesday, September 4, 2019 and did a review of the Rules and Regulations for final approval on Thursday, October 17, 2019. Council advised against the suggestion to provide for additional points to firemedic II candidates of under-represented groups in an attempt to increase District diversity. The Commissioners will be interviewing four or five new firemedic II candidates, as there are two current vacancies and two anticipated upcoming retirements.

#### *Pension Board Report*

Deputy Chief Demas reported the Pension Board members met on Monday, September 23, 2019. The Pension Board sent a letter to President Frank with the official levy request. Pursuant to the most recent actuarial evaluation report issued by Lauterbach & Amen, the District's recommended contribution to the firefighter pension fund for the upcoming tax year is \$5,990,937. The next meeting will take place on Monday, November 25, 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 there is a new fire funding proposal being considered by the executive committee of DuComm. There is a recommendation for a new funding formula. The new formula would split the cost evenly between Equalized Assessed Value (EAV) and call volume. The new formula would increase the District's costs, with a projected cost of \$272,961 for fiscal year 2020.

#### *Accreditation Report*

Chief Krestan reported the District submitted the letter of agreement with the Center for Public Safety Excellence (CPSE). The District will be presenting at the Great Lakes Fire Accreditation Managers (GLFAM) meeting on Wednesday, September 25, 2019 at Station 51. The District has already completed one specific and one strategic recommendation from the Self-Assessment Manual (SAM). Staff has been working diligently to create a comprehensive monthly performance report and are hoping to present it to the Board at the Tuesday, November 26, 2019 meeting.

#### *Chief's Report: Summary and Administrative Calendar*

Chief Krestan provided a written report. The new LWFD website went live on Tuesday, September 24, 2019. Thursday, November 7, 2019 will tentatively be the Awards Night, Accreditation, and 75<sup>th</sup> District Anniversary celebration. Deputy Chief Demas explained the ComEd Energy

*Board of Trustees Meeting Minutes  
Tuesday, September 24, 2019*

Efficiency LED Lighting Program. This program would cost about \$60,000 upfront for the District's six buildings, but the savings would be paid back in approximately two years. DC Demas will present the Executive Summary at the Tuesday, October 22, 2019 Board of Trustees meeting. This program is budgeted for the fiscal year 2020. The District has come to an agreement with IAFF Local Union 2986 on the issue of the transitional work program, and the Union will rescind their Unfair Labor Practice (ULP). Staff and the Union are still working towards a settlement on the issue of retirees adding dependents to their health insurance plan.

*Trustee Items for Discussion*

- Trustee Wang thanked James Howard for spending time with her to explain the levy and budget process to better prepare for the upcoming Board meetings.
- Treasurer Perry congratulated staff for earning the Edward Hospital EMS Call of the Quarter Award.
- Secretary Costin thanked Chief Krestan, Deputy Chief Demas, EMS Coordinator Weaver, the Battalion Chiefs, paramedics, Engine 54, and everyone in the District for the care and respect they showed towards Lisle police officer Brett Lauten as he fought cancer, was transported for hospice care, and during his funeral and procession.

**CLOSED SESSION**

None.

**ADJOURNMENT**

There being no further business to come before the Board, at 6:27 p.m., Secretary Costin made a motion to adjourn the meeting. Treasurer Perry 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