



COUNTRYSIDE FIRE PROTECTION DISTRICT

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Chuck Smith, Chief

Bruce A. Brown, President

MINUTES OF THE BOARD OF TRUSTEES MEETING COUNTRYSIDE FIRE PROTECTION DISTRICT

January 21, 2021

A meeting of the Countryside Fire Protection District Board of Trustees was held on Thursday, January 21, 2021 at 7:30pm at the Countryside Fire Protection District located at 600 N. Deerpath Drive, Vernon Hills, Illinois 60061 and via videoconference in accordance with Public Act 101-0640, pursuant to notice.

CALL TO ORDER: Trustee Brown called the meeting to order at 7:30 p.m.

ROLL CALL:

PRESENT: Trustees Bruce Brown, Bryan Hogan and Mike Davenport

ABSENT: None

ALSO PRESENT: Fire Chief Smith, Deputy Chief Heinz, Deputy Chief Echtenacher, John Kelly, Attorney (via videoconference)

APPROVAL OF MEETING MINUTES: The board reviewed the December 17, 2020 meeting minutes. A motion was made by Trustee Hogan and seconded by Trustee Davenport to approve the December 17, 2020 meeting minutes as written. Motion carried by voice vote.

PRESIDENT REPORT: Trustee Brown completed 16 hours of continuing education.

CHIEF REPORT:

Department reports

COVID 19 Response Update – approximately 90% vaccination rate among the district's employees

Incident and Response report – 6.7% or 334 decrease in calls in 2020 compared to 2019

Bureau report

Construction update

Financial report

The Board reviewed the Statement of Receipts and Disbursements along with the Accounts Payable detail. A motion was made by Trustee Brown and seconded by Trustee Davenport to accept the financial report as presented. Motion carried by voice vote.

Personnel

- Trustee vacancy update – one person has expressed interest and has applied through the County Board, submitted resignation to County Board, applications due back 1/25 and County Board will conduct interviews
- Career list update – in the process of conducting career testing, increase shift staffing



from 12 to 13 so 4 or 5 new hires once the list is established

- Update on Metro contract meetings – without a personnel contract, there can't be an equipment contract, so we are working through the options, ambulance billing rate will remain the same
- POP update – Kyle Bittner started the academy last week, 8 new applicants will come in for interviews next week

Monthly Training Report & Certifications: Deputy Chief Echtenacher has provided a list of the month's certifications and recognitions for the membership.

Facilities

Fire Stations: working on providing estimates for a Station 2 refresh with our project manager; emergency repair work to Station 1 apron

Grants

AFG Grant for SCBA with Long Grove and Lincolnshire

Preparing for SAFER grant application period which will open up next month

Apparatus

Final planning phases for new Hovercraft purchase for water rescue

Programs

Regional 911 Consolidation: BAFO for final determination of CAD/RMS vendors

Vernon Hills Dispatch: working on revenue sharing audit

Lake County Emergency Telephone Safety Board (ETSB) – recommended D/C Echtenacher as replacement for PSAP representative since Chief Steingart's term expired

Lake County Fire Chiefs' Association – Chief Smith to serve as Secretary in 2021

Other Information

Trustee Hogan trustee service – through February 2021

Intergovernmental relations

ARA's – ARA/MA ambulance billing rate discussions ongoing

ATTORNEY'S REPORT: John Kelly of Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. reported on and discussed the following items: Mr. Kelly mentioned legislature will come into session next week.

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Trustee Brown and seconded by Trustee Hogan to approve closing the Libertyville Bank & Trust payroll account. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Hogan and Davenport

NAYS: None

ABSENT: None

PUBLIC COMMENT: There were no public comments.

EXECUTIVE SESSION: There was no need for an executive session.

APPROVAL OF THE BILLS: The bills were presented to the board. A motion was made by Trustee Brown and seconded by Trustee Hogan to ratify bills paid in the amount of \$852,977.99. Motion carried unanimously by roll call vote.

AYES: Trustees Brown, Hogan and Davenport

NAYS: None

ABSENT: None

ADJURNMENT: A motion was made by Trustee Brown and seconded by Trustee Hogan to adjourn the meeting at 8:34 p.m. Motion carried unanimously by voice call vote.

Minutes prepared by Lisa Clausen, Finance Director, Countryside Fire Protection District