

**THIRD DISTRICT FIRE CHIEF'S ASSOCIATION
MABAS 24, INC.
BUSINESS MEETING MINUTES
JANUARY 11, 2007**

DEPARTMENTS PRESENT:

BURNHAM:	Not Present
CALUMET CITY:	B. Galgan
CHICAGO HEIGHTS:	T. Martello
COUNTRY CLUB HILLS:	G. Kasper, D. Rodriguez
DOLTON:	J. McCullough, B. Shaw
EAST HAZEL CREST:	B. Vallow
FLOSSMOOR:	D. Hornback, D. Habecker
GLENWOOD:	K. Welsh
HARVEY:	J. Bell, W. Bruce
HAZEL CREST:	Not Present
HOMEWOOD:	Not Present
HOMEWOOD ACRES:	Not Present
LANSING:	D. Gregorovic
LYNWOOD:	R. Eriks
MARKHAM:	Not Present
MATTESON:	Not Present
MUNSTER:	J. Knesek, B. O'Brien
OAK FOREST:	L. Laycoax, J. Berger, B. Small, L. Alfaro
PHOENIX:	Not Present
RICHTON PARK:	Not Present
RIVERDALE:	G. Knoll
S. CHICAGO HEIGHTS:	Not Present
SOUTH HOLLAND:	J. Wiley
THORNTON:	B. Kolosh
TINLEY PARK:	K. Dunn

RETIRED MEMBERS: Not Present

HONORARY MEMBERS: Not Present

VENDORS: S. Fusco, Reliable Fire
J. Anaya, J. DeCarlo, Homeland Assoc.
T. Eberhardt & K. Buck, ComEd
D. Foster, NICOR

OTHER MEMBERS: M. Sikorski, Orland Central
D. Wiessner, E-Com

GUESTS: L. Benjamin, ERS Board Up
D. Vascek, Zodiac North
D. Kale, Walsh
M. Smith, First Due

Meeting called to order at 11:30 AM.

Chief Laycoax made his final statement as President and presented the new President, Chief Kevin Welsh. Chief Welsh recognized Chief Hornback, Second Vice President, Chief Eriks, First Vice President and announced he has held two Executive Board sessions. We are working to strengthen this organization, continue with our momentum, and encourage new involvement. Everyone needs to be ready and focused. We intend to make a presentation to village administrators and managers in the spring or summer to showcase what we do. We sent out a request regarding any interest in chairing a committee and we received responses.

Approval of Minutes: Motion to approve the December 14, 2006, meeting minutes by Chief Wiley; seconded by Chief Kasper, motion approved.

Communications: We received a thank you from the Illinois Fire Chiefs for our donation of \$500, Vandercook Memorial Scholarship.

Applications: None. There are three attendees interested in applying for Associate membership. We are finalizing a new application process. It is our goal to increase membership and improve membership amongst our Chiefs and Departments. As we were founded under the South Suburban Mayors and Managers Master Mutual Aid Agreements, we hope to impact city managers. We will be working to produce a membership booklet.

In advance of taking committee reports, Chief Welsh announced that we will be asking you to take part in something. We want to continue what has been established. A chief may

serve as chairman but he can depend on his deputies, assistants, and line officers. We will place interested parties if they have expressed an interest. While Chief Wiley is currently chairing the Training Committee, Chief Laycoax will be taking over. Thank you to Chief Wiley, he has produced a great operation. Chief Welsh will chair the HazMat Committee with support from Paul Cummins. The training schedule will be shifted around. The Mutual Aid committee will be chaired by Chief Dunn; Communications, Chief Kolosh. The Dive Team will be chaired by Chief Gregorovic and will mirror the operations of the HazMat Team. Investigators and Inspectors will be chaired by Chief Kasper. Canteen will be chaired by Chief Kolosh. We need a couple of chiefs to help administratively. We are looking at alternative financing, sponsorships, out-of-district billing, and stipends for out-of-district responses. Please see Chief Kolosh if you are interested. Chief Knoll will chair the Finance Committee We will re-establish the Bylaws which state the Second Vice President shall chair Finance. Due to Chief Knoll's background, he will chair Finance. Comprehensive Planning will be chaired by Chief Eriks. At Executive Board meetings to be held the first Monday of each month at Glenwood, we are coordinating our efforts to revisit the Bylaws, Rules, and Regulations. We hope to address 3 to 4 sections a month. CART/TRT will be chaired by Chief Hornback through MABAS 24 eyes. Please contact him if you want to be involved. Chief Galgan will chair EMS and Chief Vallow will chair Retirement. We've identified retired chiefs who have not been recognized. We would also like to come up with recognition for people who are not chiefs but through their activity have made significant contributions to the organization. Chief Wilkens will chair Legislative/Legal and Chief McCullough will chair Utilities. On Utilities, we are seeing an increasing need to reach out to cable providers.

Committee Reports:

Comprehensive Planning: Nothing to report.

EMS: Nothing to report.

Legislative: Nothing to report.

Legal: Nothing to report.

Inspectors/Pub Ed: Nothing to report.

Investigators (Arson): The Division Team is working on a vehicle that will be dispatched to investigator fires. It was donated by Oak Forest Fire. We are currently reviewing personnel, attendance, response, and training. Letters will be going out. The Team will be restructured. They will have regular meetings and we will request reports. We will look at policies and make a budget. Division Arson Investigators' training is moving to join with the South Suburban Task Force. They will be researching and making a recommendation re the need for a respirator for investigators. If you have personnel certified to carry a hand

gun, you may want to consider that as a safety matter. Country Club Hills has an ATF-certified canine again. If you need him, contact the CCH dispatch center or call the station. There is no charge for use.

Dive: Chief Gregorovic will get everyone together and work to get the Team in shape. He intends to get rolling soon. If you want to help, please contact him. Please lend him your support if he contacts you.

Retirement: Chief Vallow is trying to get the two paver bricks ordered before the weekend of the memorial. He needs \$500 to submit the applications.

Utilities: Chief McCullough will contact Chief Kasper. He is looking forward to working with the utilities.

Training: A questionnaire has been sent to all Departments with regard to moving meeting dates in order to improve attendance. The next meeting will be held on March 1 at South Holland, 19:00 Hours. The Fall 2006 FFII Academy is beginning the Mod C portion of the class. Chiefs will be receiving student grades in the mail. The Mod C and HazMat Awareness test will be given on March 5, 2007, at Tinley Park. Graduation for the Fall 2006 class is scheduled for March 14, 2007. Winter FFII Academy has just begun with 35 students. All classes offered and OSFM test dates for the Jogman Center in Tinley through July are listed on the website. Academy information including type and location of training, instructor names, and homework assignments can be downloaded from the website. OSFM is devoting more energy to begin auditing Department training records and make sure rules and regulations are being followed.

Officer training for January will be held at the Riverdale Fire Department beginning on January 18 at 19:00 Hours. If attendance does not improve, officer training sessions may become less frequent.

They are researching the possibility of MABAS 24 conducting a FFIII Academy. Interest and logistics are being considered.

Mutual Aid: Box card changes are due February 1. Erection of a 200+ foot tower has helped improve capability of most of the District to listen and talk on IFERN. You should have received MABAS Division Radio Response Guidelines. You should use IFERN when you go en route. When you get into staging, you will be reassigned. We will start that February 1. Make sure you have IFERN, frequency 1542650. You will need an N code. That is 210.7. Let Orland know if you can't talk on IFERN.

Mark Sikorski reported testing is done with mobiles. Guidelines require use of a mobile when you are commanding an incident. The new tower is being tested. We don't anticipate

a problem. If you have any questions, contact Ken Dunn. Some departments have been switching to the old mutual aid frequency rather than going to white. You can't do that. That should be used for training or whatever use, not fires. We would appreciate it if you would stay off of it.

If you want special equipment, include that on your box card as a special. In the Division, 22 out of 24 communities have signed mutual aid agreements. We have spoken with Homewood Acres and Phoenix. They are considering revamping of the box cards. Chief Dunn clarified that the members of the Mutual Aid Committee do not make up box cards. Each Department has the responsibility of filling in to the box level and the Committee then did assign other levels. If you are Chief and you want somebody on your box card, let the Committee know.

HazMat: They had two runs during the last month. Collections are going well.

Canteen: A large fiscal responsibility was taken on and they need ideas. The calendar has been pushed back for some stragglers. Ads are still available. As of March 1, Canteen moves up to first on a box alarm.

Finance: The Audit Committee's audit showed the accounts are flawless. Debbie did a great job. Each committee needs to submit a budget. Chief Knoll will try to supply budget forms. Chief Hornback performed an evaluation of administrative jobs. Debbie will handle finance and Lisa administrative communications. The bylaws will be revised to reflect that. We have met with the accountant, Dan Hawtree. We will be using Quickbooks. Starting balances have been resolved. Hawtree is communicating with the IRS to achieve not-for-profit status. Committee chairs will be asked for an inventory of equipment by manufacturer, model, replacement cost, original cost, and estimated life. We need to get every Committee's assets onto the Association's books. By the end of this year we should be able to coordinate insurance with finance. Expenditures should go to Committee chairs. The Chairman should get the invoices to Debbie by the last Friday of the month so that they can be presented to the Executive Committee. We are considering semi-annual or quarterly all-encompassing billing to each municipality that would include monthly luncheons. We have arranged for the use of Glenwood Oaks for 11 months, 3 entrees each month. We will be offered a price on the Christmas meeting. If you have any thoughts, please advise Chief Welsh. Standard bills and additional invoices, i.e., MABAS Conference were presented. Motion to pay invoices as presented and to allow the President to sponsor a dinner at the MABAS conference was made by Chief Knoll; seconded by Chief Vallow, motion carried. Chief Vallow made a motion to allow him \$500 to order the paver bricks for retired chiefs at the Springfield Memorial; seconded by Chief Kolosh, motion carried.

Association assets in checking and savings and reinvestment of funds to improve cash flow and pay down debts was discussed. Chief Knoll made a motion authorizing the Board of

Directors the opportunity to move the Association's investments into a better financial package; seconded by Chief McCullough, motion carried. The MABAS Conference will be held February 26 through 28 and the Dispatchers Conference will be held March 1 and 2. We encourage Chiefs to attend. If you are interested, please contact Chief Dunn.

Fire Chiefs' Reports:

Chief McCullough: Thank you for your help at the high school. No one was hurt or injured. Great job, thank you. If interested, we have a dive trailer.

Chief Gregorovic: Thank you to Cal City for your help yesterday. The crews worked hard.

Chief Galgan: Thank you for help last month. They are getting rid of two vehicles, a training engine and a ladder truck. Please contact him if you are interested, they will probably be looking to sell both of them in April or May.

Chief Wiley: Thank you for help on the hazmat call on the Tollway. Thank you, Edison, for your quick response on the EMS box at Rest Haven. They are getting a new ambulance next month and will be testing for fire January 20. They received a SAFER grant for 3 full-time firefighters. His Deputy Chief is retiring.

Chief Dunn: Thank you for your help on the hazmat box. The matter was taken care of quickly and efficiently.

Chief Eriks: Thank you for your help on the fatal. A fabulous job was done.

Chief Knoll: Thank you for your help last Friday night.

Chief Kasper: The dog is great.

Vendors' Reports: None reported.

Unfinished Business: There is a lot happening. This is a powerful organization. We must make sure mayors and administrators know what the bind means.

New Business: Nothing to report.

Good of the Association: Chief Galgan discussed IRS regulations regarding vehicle and cell phone usage. The IRS has created a new Division to find income from municipalities.

Dan Vascek made a presentation regarding an active program to maintain boats. They are well-diversified and parts are not a problem. There is a fairly quick turn around.

Adjournment:

Motion to adjourn by Chief Laycoax; seconded by Chief Kolosh; motion carried. Meeting adjourned at 12:55 Hours.

Next Meeting:

**Glenwood Oaks Restaurant
106 N. Main Street
Glenwood, IL
Feb. 8, 2007
11:30 A.M.**

Respectfully,

Lisa Alfaro

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