

**THIRD DISTRICT FIRE CHIEF'S ASSOCIATION
MABAS 24, INC.
BUSINESS MEETING MINUTES
AUGUST 9, 2007**

DEPARTMENTS PRESENT:

BURNHAM:	Not Present
CALUMET CITY:	Not Present
CHICAGO HEIGHTS:	Not Present
COUNTRY CLUB HILLS:	G. Kasper, D. Rodriguez, J. Ellington
DOLTON:	L. Victor
EAST HAZEL CREST:	
FLOSSMOOR:	D. Hornback, D. Hoiden
GLENWOOD:	K. Welsh
HARVEY:	Not Present
HAZEL CREST:	Not Present
HOMWOOD:	
HOMWOOD ACRES:	Not Present
LANSING:	D. Gregorovic
LYNWOOD:	R. Eriks
MARKHAM:	Not Present
MATTESON:	Rich Eriks
MUNSTER:	
OAK FOREST:	L. Laycoax
PHOENIX:	Not Present
RICHTON PARK:	Not Present
RIVERDALE:	Not Present
S. CHICAGO HEIGHTS:	Not Present
SOUTH HOLLAND:	R. Stegenga
THORNTON:	B. Kolosh
TINLEY PARK:	K. Dunn
RETIRED MEMBERS:	Not Present
HONORARY MEMBERS:	Not Present
VENDORS:	D. Foster, NICOR T. Eberhardt, ComEd J. Schoon, Miner M. Sarge, Air One
GUESTS:	H. Kummelehne, State Fire Marshal

Meeting was called to order at 11:40 AM.

Chief Welsh welcomed all member, vendors, and guests.

Approval of Minutes: Motion to approve the July 12, 2007, meeting minutes by Chief Kasper; seconded by Chief Dunn. Motion carried.

Communications: Chief Welsh stated that he had no communications to report at this time.

Applications: Nothing to report at this time.

Committee Reports:

Comprehensive Planning: Being worked on.

EMS: Continuing progress.

Legislative/Legal: Chief Welsh apologized; he had to excuse himself from the meeting for a call. He did state that he was incorrect when he stated last month that a “legal council” was appointed. This should have been stated, “legal advisor”, to be utilized for input only. Chief Horberg will serve as this. He will recommend legal representation if needed. A motion to approve this was made by Matteson, Country Club Hills seconded.

Investigators (Arson): Nothing to report at this time. However, it was mentioned that we need to get a list of who will be invited to the presentation that we have planned. Please get your lists together and send to Randy or Campbell ASAP.

Dive: A request to purchase vests to identify the members of the Dive Team was made. The cost is not to exceed \$600.00. They had no call-outs to report at this time. They are currently getting ready for the “Dive Challenge” scheduled for 15th. This will be the first time that they will be diving as a team. They are also currently working on the SOP's.

Retirement: Nothing to report at this time.

Utilities: Nothing to report at this time.

Training: No meeting was held this week. It will be held next week. Class starts August 29, 2007 for the Fire Academy.

A presentation was given by Harold Kummelehne of the State Fire Marshals Office, Fire Certification Specialist. He opened by stating that the State Fire Marshals Office is NFPA compliant. As of January 2007 the terms FFII and FFIII are no longer being used. These qualifications will be designated as Basic and Advanced. Requirements for these have changed. A hand out was given to all members with these changes listed. A member can be

removed from their status by the State Fire Marshals Office if not compliant. The Chief of each department is responsible to send an updated roster to the State Fire Marshals Office. If you hire new personnel, please get their information to the Office ASAP. This also applies to personnel that are terminated. If this is not made known to the Office immediately, the State Fire Marshal will still have to administer any testing to this person. **All information needs to be updated and current.**

Each employee at every department needs to have their own separate folder to hold all certificates and practical that were completed. This folder needs to be kept as long as the employee is active.

Training needs to be done and documented on a daily basis. Be detailed with regard to what training was done and who the instructor was. A sheet needs to be signed by the firefighter and instructor. The State Fire Marshal number needs to be on this form. If any quizzes, testing or self study was done, this also needs to be included in the training jacket. All of this information can be put on the computer and saved on a disc. All hours will need to be logged because this will be needed to receive certification, not just testing.

Harold then discussed what needs to be done when we hold a class in our district. A checklist form was handed out to all members. You will need course approval from the State Fire Marshals Office. We will have to provide training records to the Office with the name of the instructor and the class person/instructor ratio which should be no more than 1 instructor for every 6 students. There must be an instructor/student signature sheet signed daily. All objectives for the class need to be documented. The Key Sheet for the practical needs to be documented. Finally, the roster needs to be sent in. There must be 100% attendance for the practical to be accepted. All instructors need to be certified for what they are teaching. What is required of the students is required of the teachers.

Mutual Aid: Some last minute additions to the Box Cards have been made. They will not be completed until September.

HazMat: Nothing to report at this time.

Canteen: Some batteries were replaced, other than that, everything is good at this time.

Finance: The camera was purchased.

CART/TRT: A meeting is scheduled for next Tuesday in Orland. They will be discussing new dues structures, designating team by color, etc. Chief Hornback can forward the agenda if needed. There has been a limited response to TRT. They will be sending out a request for information on how we will be meeting safety concerns.

Fire Chiefs' Reports:

Chief Dunn: Had a great experience with ComEd on Monday at the Senior Development. Complimented them on their response to the situation.

Chief Wilkens: Thanked the HazMat and Canteen for bringing the units out to Matteson for "City Night Out". With what was presented there and the reception he received from the Matteson city members, the show in October should be a success. He also requested to set up

a meeting with the executive board.

Unfinished Business: Nothing to report.

New Business: Nothing to report.

Good of the Association: The September meeting will be held at Glenwoodie golf course on September 13th. The Canteen golf outing is on September 14th.

Adjournment: Motion to adjourn by Chief Laycoax; seconded by Chief Kasper; motion carried. Meeting adjourned at 12:34 hours.

Next Meeting:

Glenwoodie Golf Course

Respectfully,

Dawn Rodriguez