

Germantown Hills Fire Protection District
313 Prairie Avenue
Germantown Hills, IL 61548
309-383-4890

October 5, 2021 6:00 p.m.

Germantown Hills Fire Protection District Board:

Present:

Christopher Lee, President
Brian Christensen, Treasurer (Electronic)
Kelly Thannum, Secretary

Absent:

Officers also present:

Chip Wilmot, Fire Chief
Chad Dawson, Asst. Chief
Mark Shaw, Asst. Chief
Lonnie Beckwith, Asst. Chief
Ryan Williamson, Division Chief/Administrator
Jai Windish, Division Chief-EMS
Jed Bauman, Full time Paramedic

Absent:

Brian Christensen attended the board meeting by electronic means as per allowed by the Governor's Executive Order and the modification of the Open Meetings Act. The Fire Department was open for the public.

1. Call to Order and Roll Call- President Christopher Lee called the regular meeting to order at 6:00 p.m. and roll call was taken.

2. Approval of Minutes-The minutes from the last meeting were reviewed.

- a) **Public Hearing and Regular Meeting of September 14, 2021-**A motion was made by Christopher Lee to approve the public hearing and regular meeting minutes from September 14, 2021. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #1.**

3. Officers Report

Chief Wilmot gave the run report and equipment report. Lexi Lindsey has separated from the department. The October training will be on search and rescue. The Association is planning the Halloween event this year. Chip noted he is working on the specs for the 1602 replacement.

Chad Dawson stated he doesn't anticipate any increases in the 911 fees. Chip and Chad are both on the 911 board but Chad serves on the finance committee as well.

Mark Shaw noted along with the search and rescue training they are doing SCBA testing as well. There will be two new guys doing the fit testing. One of the drones is here but there's another one on its way, which cost a total of \$9,500. They will be used for search and rescue with thermal imaging.

Chip noted each year the department gets a rebate on the worker's compensation for approximately \$2,500, which will be used towards the purchase of the drones.

Lonnie Beckwith noted they are looking to do vehicle maintenance in January so we will need to order parts. Light deflectors were installed on the flag and monument sign.

Jai Windish discussed the billing process and that things are going well. PBS is holding Fire District checks that total a substantial amount of money owed to the district. Jai noted they are not being responsive. Jai reported he should be getting a report in October and hopefully they will release the checks.

4. Old Business

a) **Discussion and possible action regarding developing an operating document for the GHFPD EMS department which defines roles and responsibilities for the staff.**

Chip Wilmot stated there have been some conversations but this has not been completed at this time.

b) **Discussion and possible action related to the Illinois Governor Executive Order 2021-22 (COVID-19 Executive Order No. 88).**

Jai Windish stated they had put together a proposed policy, which includes a COVID preparedness plan based off language and guidance from other sources. Per the last meeting they looked at the impact on the department. Currently it appears there are 5-6 employees that are not vaccinated. Jai reached out to CVS and Walgreens and they do testing with a 24-48 hour turnaround. Jai explained the policy and noted he would prefer to have the employees go get the testing so the department doesn't have to manage in-house testing and documentation. They are not sure of the exact numbers of volunteers that have been vaccinated and how many are getting tested at their full-time jobs. This will be confirmed.

Chip Wilmot noted everyone will need to show proof of testing even the volunteers so that we have weekly testing on record in order to be compliant.

A motion was made by Kelly Thannum to adopt the COVID 19 compliance plan as presented. The motion was seconded by Christopher Lee. All yeas and no nays. **Motion passed #2.**

5. New Business

- a) **Discussion and possible action regarding funding of paramedic training**
Ryan Williamson reviewed a proposed policy but there are still parts of the process that need to be discussed. Ryan noted we may need to get the attorney involved in order to put together a contract for the paramedic training. The board needs to decide if this will be a reimbursement program or if the department will pay for the program up front with an agreement with the employee to stay with the department for a set amount of time. The fear is that the department would pay for the class and then the employee would go somewhere else, which would defeat the purpose of trying to keep the employee and promote within. Jai and Ryan have had conversations about the pros and cons. There will also need to be a selection process on how to determine who would be chosen for the program.

Jai noted they need more direction from the board in regards to what type of program and how to make the selection. We also need to confirm if there's a tax issue with the reimbursement and how many applicants would be considered for the program. The board agreed to proceed with the payment being made up front by the department.

Brian will check on other companies that have similar programs and if there's a tax implication.

Ryan Williamson will check with Eureka to see how theirs is set up.

Kelly Thannum will check with ICC.

The board will need to consider how long the employee would be required to stay as a part of the agreement and we will need the attorney to provide guidance on putting together a contract.

This will be discussed at the next meeting.

- b) **Discussion and possible action regarding Annual Tax Levy**
Chip Wilmot and Brian Christensen will put together the tax levy numbers for consideration.
- c) **Discussion and possible action regarding Annual Insurance Review**
Christopher Lee met with the insurance representative to go over the coverages for the department. Chris reviewed the insurance policy and coverages with the board.

- d) **Discussion and possible action regarding GHFD Agenda Protocols**
Kelly Thannum completed the OMA training. She suggested public comments be moved to the beginning of the agenda. Kelly explained other items from the training, which were discussed.

6. Human Resources-None

7. Treasurer Report

- a) **Presentation of bills and payment of bills**
A motion was made by Christopher Lee to approve the payment of the bills. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #3.**

Brian Christensen reviewed the treasurer's report.

8. Secretary Report

- a) **Review upcoming key dates, submissions and annual schedule of activities**
The minutes have been posted to the website. The annual schedule of activities was reviewed.

- b) **Review of matters to be placed on the agenda for the next meeting**
The items for the next agenda were discussed.

9. Correspondence-None

10. Public Comments-None

11. Meeting Schedule-The next meeting is on November 2, 2021 at 6:00 pm.

12. Adjournment-A motion was made by Christopher Lee to adjourn the meeting at 7:50 p.m. The motion was seconded by Kelly Thannum. All yeas and no nays. **Motion passed #4.**

Ann Sasso
Administrative Clerk