Agenda
Village of Arlington Heights
Foreign Fire Insurance Tax Board
Fire Department Station #2 Conference Room
Arlington Heights Fire Department
Administrative Headquarters
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
September 16, 2016
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Minutes - June 30, 2016

IV. REPORTS

A. Treasurer's Report

V. OLD BUSINESS

A. Training equipment
B. Boots
C. Cooking equipment
D. Patio awning

VI. NEW BUSINESS

A. Tuition reimbursement
B. Fitness clothing
C. EMS equipment
D. Training funds

VII. OTHER BUSINESS

VIII.ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793

(Voice), (847)368-5980 (Fax) or drobb@vah.com.

Item: Minutes - June 30, 2016

Department: Fire

ATTACHMENTS:

Description	Type
Minutes - June 30, 2016	Minutes

FOREIGN FIRE INSURANCE TAX BOARD
Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
June 30, 2016

Board Members
in Attendance: Ross Chapman
Kevin Flynn
Ken Koeppen
Rob Losik
Martin Moran
Michael Schubert
James Stempien

Guests: Jason Kedrok
Andrew Larson
Chris Rymut
Dwayne Wood

Jim Stempien called the meeting to order at 9:08 A.M. All Board members were present, with the exception of Marty Moran, who was on a call but joined the meeting at 9:22 A.M.

REVIEW OF MINUTES: Minutes of the March 24, 2016 regular meeting were reviewed. In discussion of Item No. 2 under Old Business (Helmet Visor Inserts), D/C Pete Ahlman had asked that the old helmets be permanently marked as such to assure that older gear is not used on the fire ground. Marty Moran would like it clarified that marking the old helmets is no longer necessary as the old and new helmets have different finishes.

Ken Koeppen made a motion to approve the minutes with the change made; Ross Chapman seconded; all voted in favor.

TREASURER'S REPORT: Marty Moran reported that the fund balance as of today, June 30, 2016 is $348,899 with expenses year to date at $134,045.

Jim Stempien made a motion to approve the Treasurer's Report; Kevin Flynn seconded; all voted in favor.

With four guests present, the Board considered several items of New Business before opening Old Business for discussion.

NEW BUSINESS

1. Live fire training prop - Training Div. Chief Dwayne Wood brought the Board additional information on the fire training prop discussed at the last meeting. With this tool, Firefighters can train with live fire with less cancer-related risk. Dwayne and others met with the Bullex representative at FDIC about it. Dwayne said the MABAS Division 1 training chiefs are not interested in pursuing a joint purchase. The Bullex system has a series of props so that the unit can be expanded. The base price is $40,000. Dwayne said he can look into grant funding for the purchase. He can also look into the possibility of other fire departments contributing to operating costs since they will use the prop during multi-jurisdictional training. This subject will be revisited at the next meeting.

On a side note, Jim Stempien thanked Dwayne for his assistance with disposing of the old elliptical machine and weight sets as surplus property.

2. Power Roller Rack – Jason Kedrok brought information to the Board on an item last discussed three years ago – a hose roller rack. The machine can roll hose from 1¾" to 5". It can roll 100 feet of 5" hose with water in it in 30 seconds. The unit is mobile, and two people can lift it. Northbrook's Fire Chief offered to let our Department try theirs. This tool would be useful in helping to prevent injuries. The unit, with shipping and handling and a battery charger, runs about $8,200. Chief Koeppen said the Department would be willing to split the cost with the Foreign Fire Insurance Tax Board.

Mike Schubert made a motion to approve an amount not to exceed $4,750 toward the purchase of a hose roller rack. It was seconded by Chief Koeppen. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

3. Tuition reimbursement request – Jason Kedrok brought the Board a request for reimbursement for a facility not on the pre-approved list. He is interested in two courses provided by Pierce in Appleton, Wisconsin. The first is a preventative maintenance class and the second is a repair and maintenance class. Jason said these are manufacturer-specific classes – no one else provides this training. The preventive maintenance is a pre-requisite for other classes Jason would like to take later on, including advanced aerial. The classes are back-to-back and run for three days. The maintenance training would help the Department get more years of service from our equipment. The cost would be $300 for the first class and $600 for the second, plus hotel and meals. Training Div. Chief Dwayne Wood has already approved the course, but it is not something the Department will pay for. The Board discussed how the Department would benefit from Jason's increased knowledge during UL testing, DOT inspections, service pump tests, etc.

Marty Moran made a motion to approve Jason Kedrok using his tuition reimbursement allotment for the training described above. It was seconded by Mike Schubert. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

4. Cooking equipment - Chris Rymut brought the Board information on the Rectec 680 smoker to replace older electric smokers at the stations. Chris received a donated unit last year from Rectec which has been used at Station 3. The unit has been used successfully for retirement luncheons, etc. The smokers currently at the other stations have been re-engineered several times, but the working elements are starting to fail. They are at least four years old. The Rectec has 702 square inches of working area. It has a temperature range of 180° to 500° and has a computerized control to maintain heat effectively. The old units leak grease but this Rectec system has an integrated system with a slanted drip pan which drains into a bucket. The unit has heavy-duty rolling casters with locks. The unit retails for $1,600 but we can purchase them for $998 each. With the purchase of three units, Rectec will include around $1,000 worth of "freebies," i.e., freight charges, 600 lbs. of pellets, covers. The units have a six-year warranty, and the company provides good service. An advantage is that these units are temperature controlled and can be left while personnel go on calls. The current smokers have to be tended.

Ross Chapman made a motion to approve a not-to-exceed amount of $3,500 to purchase three Rectec 680 smokers, one for each of Stations 1, 2 and 4. Mike Schubert seconded. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

Chris Rymut will handle the purchase.

5. Tuition reimbursement request from Andrew Larson - Lt. Andrew Larson asked the Board to consider reimbursement for training through the Blue Card Program. The Blue Card program is designed to train and certify fire department officers who serve in the role of local Incident Commander or as part of an Incident Management team. The cost is approximately $785 - $385 for the program and additional costs of approximately $400 to attend a three-day simulation training program in Orland Park.

Jim Stempien made a motion to approve reimbursement to Andrew Larson for attendance at the program described. It was seconded by Robert Losik. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

OLD BUSINESS

1. New helmets – Jim Stempien reported that the new helmets arrived and Deputy Chief Pete Ahlman handled the distribution. This item is completed.

2. **Kitchen supplies** – At the March 24, 2016 meeting the Board approved $1000 per station for the purchase of new kitchen supplies. At today's meeting, the Board discussed various vendors, and Chris Rymut said he will try to get catalogs. Jim Stempien will work with Mike Schubert on getting information, setting up accounts, etc., and D/C Pete Ahlman will assist with the purchases.

3. **Duty boots** – Ross Chapman reviewed information on the different brands, types and prices of duty boots available. Ross will talk to our representative from JG Uniforms, Tom Vazzano, and will send a memo giving personnel a choice of boots. Among the choices (all steel-toed) will be Reebok, Thorogood, Redback and Bates.

Ross made a motion to approve a not-to-exceed amount of $26,000 for the purchase of one pair of duty boots for all personnel. Marty Moran seconded. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

NEW BUSINESS (return to)

6. **Helmet shields –** The Board discussed people transferring their old helmet shields to their new helmets and whether or not the old helmet shields will be replaced. Chief Koeppen said this is a Department issue and he will handle it.

7. **EMS bags –** Rob Losik told the Board that EMS Div. Chief Vic Tamosaitis has been considering changes to the current EMS bags. The current bags weigh a lot, and going to a smaller one could help reduce injuries. Vic, who has been working with Les East and Adam Sielig on this, is already getting a smaller bag for pediatric supplies. Rob said he found a bag that would work – the Plano 3-in-1 Medical Backpack System. The system is modular – it breaks apart in pieces - so personnel could just bring in just the pieces with the equipment they need. Chief Koeppen said the Department will handle the purchase of a demo bag for Vic to evaluate.

8. **Flashlight batteries –** Personnel at Station 1 asked Jim Stempien about the Board purchasing replacement batteries for the helmet lights. Chief Koeppen said he will buy them through the Department's vendor and replace all at one time.

9. **New recliners at Station 1 –** The recliners at Station 1 need to be replaced. Chief Koeppen said this is a Department issue and he will talk to Batt. Chief Tom Zerfass and handle it.

10. **Exercise equipment** - Ross Chapman said personnel have asked about the Board purchasing some new exercise equipment - hex bars, medicine balls, etc. Ross talked about the hex bar – a weight lifting bar shaped like a diamond that fits around the user. It has the benefits of a dead lift and a squat but the weight is not in front of the user but fits around him/her. Ross said the activity simulates some of our firefighting activity.

Ross made a motion to approve a not-to-exceed amount of $1,500 for four hex bars (following consultation with the Department's Fitness Committee). It was seconded by Rob Losik.

Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

On a side note, Jim Stempien mentioned that Abt is going to be repairing some exercise equipment soon. Station 2's treadmill is on the list for repair.

11. Tuition reimbursement request from Mark Retel - Mark Retel sent the Board a request for tuition reimbursement approval for leadership classes. Marty Moran made a motion to approve reimbursement to Mark Retel for tuition for Leadership III and IV classes at the College of DuPage. It was seconded by Mike Schubert. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

12. Budget – Chief Koeppen discussed the Village's budget process and indicated that a more detailed Foreign Fire Insurance Tax budget is needed. He also said a member of the Board should attend the November budget meeting to provide information to the Village Board and answer questions. Chief Koeppen will discuss the particulars with Finance. The Foreign Fire Board will form a committee headed by Treasurer Marty Moran to address budget issues.

13. Awning at Station 1 – Batt. Chief Tom Zerfass asked Kevin Flynn about the Board repairing Station 1's torn retractable awning fabric. The Board discussed various options.

Marty Moran made a motion to approve a not-to-exceed amount of $2,500 to repair or replace the awning fabric at Station 1, whichever is more cost effective. Mike Schubert seconded. Roll was called with

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien, R. Losik, M. Schubert
Nays: None
Ayes 7; Nays 0

Motion carried.

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There being no further business brought before the Board, Jim Stempien made a motion to adjourn the meeting at 11:17 A.M.; Marty Moran seconded; all voted in favor; motion carried.