



Agenda
Village of Arlington Heights
Foreign Fire Insurance Tax Board
Fire Station #2 Training Room
1150 N. Arlington Heights Rd. 60004
September 8, 2022
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Approval of Minutes 5/17/2022

IV. REPORTS

V. OLD BUSINESS

- A. Station 4 TV
- B. SCBA Mask Bags
- C. ImageTrend Conference
- D. Station Alerting
- E. Technical Rescue Team
- F. Fitness Clothing
- G. Turnout Gear
- H. Bottled Water

VI. NEW BUSINESS

- A. House Fund Requests
- B. Tools for Training
- C. Kitchen Chairs
- D. Workout Equipment Replacement
- E. T-Shirts
- F. Uniform Patches
- G. Funding Request Form
- H. Reimbursement Program
- I. Education Reimbursement Requests
- J. Department Photos

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 Rosangela Maldonado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, rmaldonado@vah.com or (847)368-5791.



**Foreign Fire Insurance Tax Board
9/8/2022**

Item: Approval of Minutes 5/17/2022

Department: Foreign Fire Insurance Tax Board

ATTACHMENTS:

Description

Minutes 5.17.2022

Type

Minutes

FOREIGN FIRE INSURANCE TAX BOARD

Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004

May 17, 2022

Board Members

in Attendance: James Stempien
Curt Hanselman
Marty Moran
Scott Miller
Ross Chapman
Rob Losik
Kevin Flynn

Guests: Chris Rymut
Dave Strojny
Rick Manthy
E.J. Mampe
Brad Lindgren
David Johnson

Jim Stempien called the 2nd quarter 2022 meeting to order at 9:06 am.

REVIEW OF MINUTES: Minutes of the February 7, 2022 meeting were reviewed. Marty Moran made a motion to approve the minutes; it was seconded by Rob Losik; no objections; motion carried.

TREASURER'S REPORT: Marty Moran reports that total expenses paid out \$32,507 for 2022 the current fund balance as of May 9, 2022 is \$504,370. Jim Stempien made a motion to approve the Treasurer's Report; seconded by Kevin Flynn; all voted in favor; motion carried.

To accommodate guests, an item of Other Business was considered prior to opening Old Business for discussion.

OTHER BUSINESS

Training Equipment - Division Chief David Strojny presented a request of \$3,000 to purchase shade canopies, plasticized weights, core cooler chairs, replacement bags and wheeled carts.

During Live Fire training in May, the shade canopies broke beyond repair and had to be discarded. Additionally, the core cooler chairs are starting to come to the end of their life cycle. The Training Division budget is in demand this year. In addition to the schools everyone is signed up for, there is also

Walsh's paramedic school of \$7,500 to pay for. Half will be paid this year and the other will be paid next year. We also have 2 new candidates that will go to basic operations firefighter class in Romeoville at \$3,500 each. Additionally, one of the candidates will need to attend EMT, BOF & paramedic school. In addition, Division Chief Strojny's CFO class will need to be paid at \$3,000.

The breakdown of materials for request are as follows:

2 10' x 10' shade canopies with side walls at \$279 each
2 packs of sand bag or plasticized weights – plasticized preferable
8 core cooler chairs at \$130 each
Replacement bags for core cooler chairs
Wheeled cart

Ross Chapman made a motion to approve an amount not to exceed \$4,000 for rehabilitation equipment for the training division. Seconded by Rob Losik. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien
Nays: None
Ayes: 7; Nays 0
Motion Carried.

To accommodate guests, an item of New Business was considered prior to opening Old Business for discussion.

NEW BUSINESS

ImageTrend Conference – Division Chief Rick Manthy presented a request to send up to 6 people to attend to the ImageTrend Connect Conference in July in St. Paul, MN. Division Chief Manthy is looking for funding similar to FDIC conference where they would not have to use their education funding. The conference is 4 days and has numerous seminars on products that are provided on ImageTrend. We use ImageTrend for all our fire records management, NFIRS, patient care reporting, vehicle checklist and continuum (analytical software). Our building department uses ImageTrend and we are looking for ways to integrate that into our preplan so that we can view what our building department sees. This will allow us to view the building department's last check and see their concerns. We are also possibly looking at several different options for tracking our inventory.

We have several people who work in ImageTrend that will attend (Division Chief Roberts, FF/P J. Klein and FF/P A. Sielig) and would like to open it up to a few more people. Breakdown of costs are below:

Registration - \$645
Hotel - \$175/night
Per diem, travel & drive - \$1,500 per person

Chief Manthy is requesting \$9,000 to send up to 6 people to attend the conference. Typically, people will drive to the conference. If a department vehicle is used, Administration will cover the fuel.

Jim Stempien made a motion to approve an amount not to exceed \$10,000 for Division Chief Manthy to oversee the registration and travel expenses for the ImageTrend conference. Seconded by Rob Chapman. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

High Rise Tools - Lt. Rymut presented a request to purchase a multi-tool fast wrench. This tool is 10 tools in one. The fast wrench tool will replace several tools, it is solid aluminum, can operate any PRV valve and is \$300 plus shipping. Lt. Rymut is requesting the FFITB to authorize the purchase of 1 tool for field testing.

There was discussion if there is funding from the Department. Deputy Chief Hanselman confirmed that there is funding for the purchase of 1 fast wrench. If the tool works out, Lt. Rymut will come back to FFITB for the remainder purchases.

SCBA Mask Bags - FF/E Wachal presented a request to re-supply previously funded item from FFITB, SCBA mask bags. FF/E Wachal is seeking not to exceed \$1,500 for 25 bags at \$43 a bag (\$1,100) and embroidery setup of \$200. Jim Stempien looked into this ahead of time and this is on the continuous purchase list which has already been discussed in the past that FFITB will cover.

Jim Stempien made a motion to approve an amount not to exceed \$2,000 to purchase new SCBA masks to repurchase his stock and embroidery. Seconded by Kevin Flynn. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

Station Alerting – Lt. Chris Rymut presented a request for funds to complete the Station Alerting project. This is a multi-year project that has covered all stations. The only station that is not completely fitted out is station 4. Station 4 was the first station to be installed. It is the only station that does not have selective vehicle toning in bunk room. It has one wall box in the officer's bunk with very minimal capability. Lt. Rymut is looking to replace the monitors at each station for a total of 8 monitors. The department allocated \$25,000 to complete the project but the project exceeded \$25,000.

There are 2 courses of action.

First option: ATX box is at capacity and cannot add any more peripheral items. We can splice wires and make it work at a cost of \$22,063.88 installed. With this action, it is under budget, however if something changes in the future, everything would have to be torn out and started over again.

Second option: Adding an expansion module into the ATX box. It will have 12 ports total and leave 4 for future expansion needs at a cost of \$29,875.56 installed. With this action, it is over budget just short of \$5,000.

Lt. Rymut is requesting not to exceed \$7,000 (\$5,000 to close out the project and additional \$2,000 for unforeseen expenses to prevent coming back for more funding). This will complete the US Digital Project for all 4 stations.

Marty Moran made a motion to approve an amount not to exceed \$7,000 to supplement Station 4 alerting finalization. Seconded by Rob Losik. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

Station Alerting – Lt. Chris Rymut presented a request for funds to equip stations 1, 3 and 4 with station status boards. The boards enable near real time status of all vehicles, has detailed interactive map that will display CAD information when touched, Battalion Chief can place daily agenda and special notices, weather tracker and response time tracker. A 55" screen is already installed in station 2 at a cost of \$2,200. The Department is responsible for the equipment purchase initially and IT is responsible for upgrades. Lt. Rymut is requesting \$8,000 to equip the remaining stations with monitors.

Jim Stempien made a motion to approve an amount not to exceed \$8,000 for Lt. Rymut to oversee station board monitor project contingent upon approval from Deputy Chief Hanselman. Seconded by Marty Moran. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

Station 4 TV - FF/P Brad Lindgren presented a two-part request for a TV and TV cabinet for station 4. The first part of the request will be a 65" tv along with a soundbar and other ancillary equipment with install for \$2,416.26. Current tv is from 2008 and is having connectivity issues. There are speakers around that room that do not work. Speakers will be removed and replaced with a soundbar and all wires will be buried. FF/P Lindgren is requesting \$2,500.

Jim Stempien made a motion to approve an amount not to exceed \$3,000 for FF/P Lindgren to purchase a tv package and install from ABT for station 4 contingent upon approval from Battalion Chief Carpenter. Seconded by Kevin Flynn. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

The second part of the request is for a cabinet for the TV. This will clean up the room by burying the wires in the cabinet. FF/P Lindgren is requesting \$1,500 for a cabinet that can hold weight.

Ross Chapman made a motion to approve an amount not to exceed \$1,500 for FF/P Lindgren to purchase a tv cabinet / storage solution for station 4 contingent on approval from Battalion Chief Carpenter. Seconded by Marty Moran. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

To accommodate guests, an item of Other Business was considered prior to opening Old Business for discussion.

OTHER BUSINESS

Flow Meters – FF/E Mampe presented a request for \$3,000 for the purchase of 2 flow meters. The Department's flow meters do not tell you the correct information. Testing was done at Station 2 on this, and it was found that our actual working pressures are higher than what is reading on our gauges. This is an effort to improve our operations and bring our pressures and flows in line with the state standards.

The cost of a flow meter a year ago was \$900 but now it is around \$1,300. The new flow meter will allow us to test the high-rise hose and understand what we are flowing and help calculate the flows for each engine.

FF/E Mampe received a quote from Task Force Tips for two flow meters, one option is \$1,200 each and the other is \$1,800 each.

Jim Stempien made a motion to approve an amount not to exceed \$4,000 for FF/E Mampe to oversee the purchase of 2 flow meters. Seconded by Ross Chapman. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

FF/E Mampe to work with Biljana on the purchase.

OLD BUSINESS

House Fund Requests - Marty Moran reports that there are no house fund requests at this time.

Education Requests – Marty Moran received a request from a member to use their education fund to retake the OFSM test. If someone does not pass the first time, there is a cost of \$59 to retake the test. Deputy Chief Hanselman said there has been discussion on this topic. When you sign up for the class you get a test and if you don't pass, you have to request to retake the exam again. The education funds are already taxed because we spending more this year versus past years based on the people we hired

and the classes they need to take. Deputy Chief Hanselman is going to try and get additional funds in the budget based on this item and other issues that we are working with. For this current year, Deputy Chief Hanselman would like to keep it the same and allow people to use Foreign Fire educational funds to pay for the second test, if needed. With the new budget coming, the Department will begin to cover the initial test and a second test if needed. If the individual fails twice, it will be on the individual. Deputy Chief Hanselman is asking for the FFITB to allow for this use of funds until the Department can get the increased budget. Division Chief Strojny says that OSFM pays for the initial Pearson & Vue exam, all subsequent exam costs are up to the individual or the Department. By the end of this year, the State is doing away with written exams. The only option then will be web-based exams. If you take the web-based exam and fail, you can take as many written exams at no cost within a year.

Jim Stempien made a motion to add State Fire Marshall testing agency Pearson & Vue to pre-approved list to cover any student incurred fees to covering testing purposes. Seconded by Rob Losik. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

Fire Investigation Team – FF/P Gripper sent a thank you and sparkling review on the gloves and t-shirts that the FFITB funded for the team. The shirts came in under budget and look fabulous.

Coats – Deputy Chief Hanselman has not received any requests for trench coats. If anyone would like a trench coat, they should send an email with their size to Deputy Chief Hanselman.

Tables – Jim Stempien saw a picture of the first table built and it looks great. Battalion Chief Carpenter will be ordering the remaining 3 tables that were pre-approved.

Wireless Internet – There are no issues with the wireless internet.

NEW BUSINESS

Technical Rescue Team – FFITB purchased equipment for the Technical Rescue team 2 years ago. Items included Carhartt jackets that are waiting for embroidery. Ross Chapman is asking for additional funds for vinyl screen print, it is cheaper and will hold up better. The quote for Specialty Unlimited is \$71 per item. Total cost for 8 items is \$568. There will be an addition of 2 new members to the Technical Rescue team within the next 30 days.

Ross Chapman requested not to exceed \$750 for screen printing for Carhartt jackets.

Jim Stempien made a motion to approve an amount not to exceed \$750 for screen printing on Carhartt jackets. Seconded by Rob Losik. Roll was called:

Ayes: R. Losik, R. Chapman, S. Miller, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 7; Nays 0

Motion Carried.

Fitness Equipment – Tabled due to absence of Scott Miller. Scott Miller unexpectedly had to leave the meeting early due to a personal matter.

Bottled Water – Jim Stempien said finding bottled water is challenging on structure fire scenes. There was discussion on buying pallets of bottled water and distributing as needed. There are questions on where to store the water and how to distribute the water. Currently standard water coolers are being used, but there are issues with keeping them full and finding cups. It might be more convenient to store the bottled waters in the cooler and to grab a bottle when needed. There was discussion on shelf life of bottled water. Jim Stempien will meet up with an engineer and bring a proposal to next meeting.

Turnout Gear - Deputy Chief Hanselman requested in a previous meeting to get a second set of gear for everyone. The Village had a surplus in sales tax and are infusing the Department with \$180,000 to start the program for everyone to have a second set of gear within 2 years. The Department will get 62 sets now and 20 sets of gear every year thereafter indefinitely. There was a price increase with the quote this year versus the previous quote from last year. The \$180,000 will not cover the first round set of gear sets. Deputy Chief Hanselman is asking the FFITB to cover the additional cost of \$24,000 to get this program started. The funds are available from the Village and the gear is ready to be purchased. There was discussion on where the gear will be stored. Each individual will store their gear in their locker and will manage their own gear.

Ross Chapman made a motion to approve an amount not to exceed \$25,000 to supplement The Village second set of gear initiative. Seconded by Marty Moran. Roll was called:

Ayes: R. Losik, R. Chapman, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None

Ayes: 6; Nays 0

Motion Carried.

OTHER BUSINESS

New Hire Purchases – Rob Losik will work with Jim Stempien on final list for new hire purchase. Division Chief Strojny will have a separate discussion with Rob Losik on FFITB new hire items.

Work Out Gear – Rob Losik is having difficulty finding vendors that will sell us under armor workout gear. The 2 largest vendors in our area are not interested in selling to us. FF/P Liebetrau found a vendor that will sell us gear. Rough estimate is \$12,000. This would cover up to 2 shorts and 2 shirts per member. There was discussion on vendors and brands. Shirts and shorts are pre-approved but sweatshirts and pants are not on the pre-approved list. Winter gear (sweat shirt and sweat pants) will be discussed at a later meeting.

Ross Chapman made a motion to approve an amount not to exceed \$15,000 for 2 shirts and 2 shorts per member and a surplus for new hires. Clothing is Under Armor and will have the AHFD logo printed on them. Seconded by Jim Stempien. Roll was called:

Ayes: R. Losik, R. Chapman, M. Moran, K. Flynn, C. Hanselman, J. Stempien

Nays: None
Ayes: 6; Nays 0
Motion Carried.

Motion made by Ross Chapman to Adjourn 2nd quarter meeting, seconded by Marty Moran. The meeting was adjourned at 11:11 AM.