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
June 30, 2016
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Minutes - March 24, 2016

IV. REPORTS

A. Treasurer's Report

V. OLD BUSINESS

A. New helmets
B. Kitchen supplies
C. Live fire training prop
D. Boots

VI. NEW BUSINESS

A. Cooking equipment
B. Helmet shields
C. Emer. Medical Service bags
D. Flashlight batteries
E. Recliners for Station 1
F. Exercise equipment
G. Tuition reimbursement request

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: Approval of Minutes

Department: Fire

ATTACHMENTS:

Description	**Type**
Minutes - March 24, 2016	Agreement

FOREIGN FIRE INSURANCE TAX BOARD
Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
March 24, 2016

Board Members in Attendance:	Ken Koeppen Martin Moran James Stempien Ross Chapman Kevin Flynn
Guests:	Pete Ahlman John Simon
Not in Attendance:	Michael Schubert Rob Losik

Jim Stempien called the meeting to order at 9:07 A.M. With five Board members present, a quorum was established.

REVIEW OF MINUTES: Minutes of the December 18, 2015 regular meeting were reviewed. Jim Stempien made a motion to approve the minutes; Kevin Flynn seconded; all voted in favor.

TREASURER'S REPORT: Marty Moran reported that the fund balance as of December 31, 2015 was $395,149. Jim Stempien made a motion to approve the Treasurer's Report; Kevin Flynn seconded; all voted in favor.

One item of New Business was considered prior to opening Old Business for discussion.

NEW BUSINESS

1. Election of Officers - With the current Board in place, elections for Chairman, Vice Chairman, Secretary and Treasurer for one-year terms were conducted.

Chairman – Marty Moran nominated Jim Stempien for Chairman; Ross Chapman seconded and Jim Stempien accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried. Jim Stempien was elected Chairman of the Board.

Vice Chairman – Jim Stempien nominated Mike Schubert for Vice Chairman; Chief Koeppen seconded and Mike Schubert accepted the nomination (by telephone). There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried. Mike Schubert was elected Vice Chairman of the Board.

Treasurer – Kevin Flynn nominated Marty Moran for Treasurer; Chief Koeppen seconded and Marty Moran accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried. Marty Moran was elected Treasurer of the Board.

Secretary – Jim Stempien nominated Ross Chapman for Secretary; Chief Koeppen seconded and Ross Chapman accepted the nomination. There being no further nominations, the vote was taken with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried. Ross Chapman was elected Secretary of the Board.

OLD BUSINESS

1. Workout equipment – At the December 18, 2015 meeting, the Board approved a not-to-exceed amount of $15,000 to replace older workout equipment/dumbbells at Stations 2, 3, and 4. Reggie Castillo was able to secure good pricing ($5,675 total for all three stations) and asked if the Board would approve buying similar equipment for Station 1 as well. Jim Stempien made a motion to approve the purchase of workout equipment for Station 1 at a not-to-exceed cost of $2,000. Ross Chapman seconded. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried.

Div. Chief Dwayne Wood will help with disposal of the surplus equipment.

2. Helmet visor inserts – With the price to retrofit old helmets at $195 each, the Board discussed the cost effectiveness of purchasing new helmets with the visors already installed. The retrofitted helmets develop some minor problems when compared with new helmets with the visors installed by the manufacturer. D/C Pete Ahlman said the last major purchase of helmets was 11 years ago. The Department currently has 50 helmets which are more than 10 years old. Pete brought a Cairns 1044 model helmet for the Board to examine. This model has a matte finish; the 1010 model has a shiny, smooth finish. Both models are fully compliant. In the past, the Foreign Fire Insurance Tax Board has made the initial purchase of helmets for all personnel, and the Department has paid for replacements. Pete did bring up an issue related to old helmets. His concern is that the older gear should not be used on the fire ground and, for that reason, he would like the older gear permanently marked as such. If a retiree wants to keep his older equipment, it needs to be permanently identified.

With the cost to retrofit 108 helmets at more than $21,000, the Board decided it would be more cost-effective in the long run to purchase all new helmets. The cost for 108 of the 1044 model from Air One is $24,300. Air One is the only local distributor for Cairns, and they give us very competitive pricing; because they are local they can provide excellent customer service with fast turn-around time, which is essential for our operations; and they are aware of and work with our gear/equipment specifications. In addition, they are including at no price 20 Cairns soft good helmet kits (an approximate $1,000 value).

Marty Moran made a motion to approve a not-to-exceed amount of $30,000 to purchase 108 Cairns model 1044 helmets from Air One with the eye protection installed. Ross Chapman seconded. Roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried.

Pete Ahlman will assist with the purchase.

NEW BUSINESS (return to)

2. Fire training prop – Jim Stempien has spoken with Training Div. Chief Dwayne Wood about the BullEx Advanced Vehicle Fire Training Prop. Dwayne tried it at FDIC and was impressed. The propane is less damaging to our gear; there are fewer hazards with this unit. Dwayne felt it would be a good tool at training drills. The Elgin Fire Academy and NIPSTA both have it. The base unit, for which options can be purchased, is around $40,000. There is a $3,400 charge to set it up and the propane cylinders are about $1,000. Dwayne felt the Department could cover the propane cylinders and so he would be looking for about $45,000. Dwayne will work with the representative from BullEx at the FDIC. Marty plans to go to FDIC and will look into it as well. Ross Chapman brought up the idea of exploring sharing the expense and use of the prop with other fire departments through their Foreign Fire Insurance Tax Boards; he will look into this. As there is more information gathering to be done, the Board tabled this issue for now.

3. Station kitchen supplies – Jim Stempien said Station 3 has asked if the Board could purchase some supplemental kitchen supplies, e.g., plastic storage containers and miscellaneous utensils. The Board decided a representative from each station should inventory the current supplies by May 1 to make sure there are no unnecessary purchases. The Department already supplies, plates, silverware, cups and glasses.

Marty Moran will work with the station representatives and also with the Chief on choosing an approved vendor for the station representatives to work with. Jim Stempien made a motion to approve $1,000 for each of the four stations for the purchase of additional or replacement kitchenware following the completion of the inventory by May 1. Chief Koeppen seconded and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried.

4. Station WiFi – Jim Stempien said personnel have asked about this because they need good connections for on-line training and they are using their laptops when the station computers are already in use. The Board has been paying for Internet service for the stations for the last several years. Chief Koeppen made a motion to approve $1,000 for internet/WiFi expense for each station for the next year; Kevin Flynn seconded and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried.

5. FDIC – It has been brought to the Board's attention by the Department's Fiscal Clerk that the amount of $5,000 approved at the last meeting will not be sufficient for this year's FDIC. It will cost $5,000 for the hotel rooms alone. Jim Stempien made a motion to approve an additional amount not-to-exceed $2,500 for expenses associated with this year's FDIC. Marty Moran seconded and roll was called with:

Ayes: K. Koeppen, K. Flynn, R. Chapman, M. Moran, J. Stempien
Nays: None
Ayes 5; Nays 0

Motion carried.

6. Cell phone service - Station 2's Red Shift asked Jim Stempien about upgrading the cell phone service at the stations. Chief Koeppen said Dwayne Wood should be consulted as he has just been involved in upgrading equipment for the EOC and the Department is also looking to upgrade its videoconferencing system. Since all of these things are tied together, Dwayne Wood and IT will be consulted to look at several issues, including compatibility and FCC compliance. Chief Koeppen said he knows we have a WiFi problem and we are looking into it. Kevin Flynn will talk to Lt. Mary Kline who has been involved and they will discuss with Dwayne Wood.

7. Boots – this topic has been tabled several times. Ross Chapman will work on getting some pricing for the next meeting.

* * *

There being no further business brought before the Board, Ross Chapman made a motion to adjourn the meeting at 10:30 A.M.; Chief Koeppen seconded; all voted in favor; motion carried.