



Agenda
Village of Arlington Heights
Foreign Fire Insurance Tax Board
Conference Room
Arlington Heights Fire Department
Administrative Headquarters
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
June 28, 2017
9:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes - March 9, 2017

IV. REPORTS

V. OLD BUSINESS

- A. Education reimbursement requests
- B. Fitness equipment repairs
- C. Patio awning

VI. NEW BUSINESS

- A. Mask bags
- B. Patio equipment
- C. Cooking equipment
- D. Gloves
- E. Education
- F. Fitness equipment
- G. Flashlights

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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Item: Approval of Minutes - March 9, 2017

Department: Fire

ATTACHMENTS:

Description

Minutes March 9, 2017

Type

Minutes

FOREIGN FIRE INSURANCE TAX BOARD

Minutes of Meeting
1150 N. Arlington Heights Road
Arlington Heights, IL 60004
March 9, 2017

Board Members

in Attendance: Ross Chapman
 Kevin Flynn
 Ken Koeppen
 Martin Moran
 Michael Schubert
 James Stempien

Not in

Attendance: Rob Losik

Guest:

John Simon

Jim Stempien called the meeting to order at 9:13 A.M., at which point Mike Schubert left to respond on a call. With five Board members present, a quorum was established.

REVIEW OF MINUTES: Minutes of the December 9, 2016 regular meeting were reviewed. Ross Chapman made a motion to approve; seconded by Chief Koeppen; all voted in favor.

TREASURER'S REPORT: Marty Moran reported that the fund balance as of March 1, 2017 is \$423,230. Chief Koeppen told that Board that the Village is preparing for the 2018 budget year, with a presentation scheduled for May. He would like a report detailing expenditures in 2016 and what is anticipated for 2017. Chief Koeppen will get information together on the Department's cyclical purchase of air packs for the next meeting since that may be an upcoming item for the Board to consider. Kevin Flynn has just completed an inventory of what the Board has. A few items are needed, particularly with new hires expected soon; but the supplies are basically sufficient. Chief Koeppen and Kevin Flynn will look for additional cabinet space since that is running short. Marty Moran will prepare the report for the Chief.

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

OLD BUSINESS:

1. Education reimbursement requests – Marty Moran received a tuition reimbursement request from Jason Kedrok for two separate classes. One is a Pierce chassis electrical class and the other is a command zone systems class, also offered by Pierce. Each class totals \$800 (\$600 for the class and \$200 for lodging). Training Division Chief Dwayne Wood has already approved the classes, which will be held in June and October, but not at the Department's expense.

Marty Moran made a motion to approve reimbursing Jason Kedrok up to the \$1,500 limit for attendance at the two classes named above; it was seconded by Jim Stempien. Roll was called with:

Ayes: K. Koeppen, K. Flynn, M. Moran, J. Stempien, R. Chapman

Nays: None

Ayes 5; Nays 0

Motion carried.

2. Fitness equipment repairs – As the Board often purchases fitness equipment for the workout rooms at the station, it also regularly approves an amount to be used throughout the year for repair and maintenance of that fitness equipment.

Jim Stempien made a motion to approve \$5,000 for the year 2017 toward the repair and maintenance of fitness equipment at the stations. Marty Moran seconded. Roll was called with:

Ayes: K. Koeppen, K. Flynn, M. Moran, J. Stempien, M. Schubert

Nays: None

Ayes 5; Nays 0

Motion carried.

3. Patio awning – Chief Koeppen said the Department will handle this expense. The Board has removed it from consideration.

4. Kitchen supplies – Jim Stempien reported that all four stations have basically completed their purchase of kitchen supplies. Station 4 needs just one more item and Station 3 never came back with additional items they were planning to request.

(At 9:40 A.M. Mike Schubert returned from a call and rejoined the meeting.)

5. Winter gloves - Jim Stempien said that the winter gloves have been distributed. The feedback has been generally good so far. The Board will keep a supply for new hires, but the Department will pay for replacements when necessary.

Chief Koeppen made a motion to add three items to the Continuous Purchase List:

- 1) The repair and maintenance of fitness equipment
- 2) The annual provision of internet service for the fire stations
- 3) Winter gloves

Kevin Flynn seconded; all voted in favor. Kevin Flynn will send Chief Koeppen the Continuous Purchase List when it has been updated.

6. Athletic shoes – Ross Chapman reported that this project is nearly complete. The final check in the amount of \$11,219 to Runners High & Tri will be going out soon.

7. **Protective clothing** – Chief Koeppen reported that Rob Losik and Steve Schwartz recently went to a class in Springfield on ballistic protection, but Rob is not here today to summarize what they learned. Rob is planning to attend an upcoming active shooter class at Timber Ridge. Chief Koeppen also reported that he spoke with personnel in the Police Department, who offered to give the Board information and insight on tactical vests. The Board will be looking for whatever information it can get as this project will be an involved one. Many options are out there and much research is needed. Chief Koeppen also spoke with Tom Vazzano of our uniform supply company, explaining that this will be a multi-phase project.

8. **FDIC** – Mike Schubert confirmed that the Board has three rooms reserved for three nights at the April Fire Department Instructors Conference. Marty said that in addition to Board members, the Board is prepared to pay for six Department members to attend, including their travel and meal expense. They will not be required to use their tuition reimbursement allotment. The only condition is that they do not get the money in advance; it is reimbursed to them.

NEW BUSINESS

1. **Technical rescue classes** – Marty Moran spoke with Batt. Chief Tom Zerfass about the possibility of the Department providing technical rescue classes for its members, probably beginning with Ropes, then moving on to Vertical. Tom said some of our equipment may need to be replaced. He felt that the optimal class size would be 12 to 15. Chief Koeppen said he had given some thought to this because of the cutbacks at NIPSTA, and he supports it. Training Div. Chief Dwayne Wood has expressed an interest also, and Marty will meet with him to discuss it. Ross Chapman said we have everything we need with the tower, but it would be nice to have a building to use.

Marty mentioned that he has been talking with Romeoville and learned that their pilot program for Fire Officer is five years out. Marty feels that personnel should do what works best for them – maybe Romeoville, if they are offering what's needed, or Harper, or Moraine. This will also be discussed with Div. Chief Wood.

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There being no further business brought before the Board, Ross Chapman made a motion to adjourn the meeting at 10:00 A.M.; Jim Stempien seconded; all voted in favor; motion carried.