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**Village Board Fire Public Safety Committee**  
**~ Regular Meeting ~**  
**MINUTES**

**~ Thursday, June 2, 2022 ~**

**CALL TO ORDER**

Mayor Gunter called the blended meeting to order at 4:30 p.m.

**PRESENT**

Mayor Gunter, Clerk Szymski, Trustee Barker, Trustee Guzzo, Trustee Liddle, Trustee Nero, Village Manager May, D/C O'Hare and Finance Director Parker, Fire Chief Riley (virtually), Communications Jenny Babyar, Trustee Simonovich.

**ALSO PRESENT**

Human Resources Manager Brainerd, Communications Director McIntyre, FPB Director Berkowitz, Chairman Kovanda and Administrative Assistant Saldivar, D/C Fitzgerald, B/C Eric Blaskovich.

**ABSENT**

Trustee Brady, Community Development Director Sylvester, Police Chief Gunther.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all in attendance.

**PUBLIC COMMENT**

No public comment was received.

**APPROVAL OF MARCH 10, 2022 PUBLIC SAFETY COMMITTEE MINUTES**

Trustee Liddle made a motion, seconded by Trustee Barker to approve the March 10, 2022 Public Safety Committee Minutes as submitted. Motion carried unanimously.

**BUILDING CODE AMENDMENT**

FPB Director Berkowitz asks if the local code spray on Intumescent paint (1 hour rating burn factor spray) should be amended or reinforced. The new business disapproves of ordinance and asks for relief due to the local code increasing their bottom line cost significantly. Director Berkowitz, in his expert opinion, suggested the business could spray the membrane and joists only versus the entire square footage area.

Village Manager May added that the safety code has been enforced for many years and other businesses in the area have been successful in meeting the local fire safety code and it should be enforced. He also added they are applying the spray more than needed.

### Conclusion:

The board agrees not to amend the local code but to make sure that the FPB is informing the new business on what's needed to satisfy the local code, how to minimize cost and still meet the local code by only spraying the structural membrane and not any exposed steel.

### **SERVICE AWARDS**

D/C O'Hare presented three 25-year service award plaques. The recipients were Fire Chief Riley, D/C Fitzgerald, Battalion Chief Blaskovich. Fire Chief Riley joined virtually. John Moll was presented a 30-year service plaque for his service. Battalion Arnold Nolan was also acknowledged for receiving his CFO certification

### **STRATEGIC PLAN - (Community Risk Assessment) :**

D/C O'Hare introduced the Fire Departments 5 year development plan, with the suggestions from the Accreditation Review Board.

The goal is to increase transparency with a clear vision while successfully meeting the department's goals and objectives. The development plan includes review of the Mission and Vision Statement, perform a SWOT analysis( Strengths, Weaknesses, Opportunity and Threats), and cross reference with the villages mission statement to accommodate stakeholder needs.

### SWOT analysis objectives:

- S- secure quality personnel
- W-Retention in personnel
- O- Professional development
- T- lack of public servants applicants to enter the public safety field

### Goals and Objectives

- Apparatus/ Equipment/Vehicle and repair
- Facilities/All department building contents, furniture
- Personnel including manpower: contract services, personal benefits
- Programs- New programs or additions to existing programs

### Key Objectives for the next 5 years:

- Succession planning ( continuing)
- Vehicle and Apparatus replacement program
- New fire facility/ or expansion
- Emergency and medical /Pandemic mediation
- Emergency medical Scope of service Integrated Health Care
- Maintain daily staffing
- Technology into a web based platform
- Revise Emergency Operations Plan
- Secure future training sites
- Ladder truck acquire new

- Replace lighting light towers
- Station additions/ modifications
- Work out facilities

### Accomplishments

- Implement a promotional process philosophy and revise our promotional testing process
- Add depth to the Battalion Chief program
- Resurrect our Candidate program
- Create a permanent on-site prescription drug take-back resource
- Vehicle Replacement, received new Engine and Communication vehicle. Placed order for Truck and Ambulance. Squad refurbishment
- Maintain current on-shift/daily staffing.
- Implementing fire prevention inspections in ImageTrend.
- Recommended for Re-Accreditation

### **STANDARDS OF COVER :**

D/C Fitzgerald presented to the board the community risk assessment ( which is an analysis of risks to emergencies based on a number of factors) and standard of cover (which is how the Fire Department conducts its business and allocates resources). He also presented recommendations from the Accreditation board.

### His key points mentioned were:

- Overview of the Accreditation
- Documentation of Area Characteristics, Streets, Landmarks etc.
- Description of Agency Programs of the Community
- Hazard Risk Assessment /Area Characteristics
- Performance and deployment of services.
- Performance and Current Deployment
- Evaluation of Performance and Current Deployment
- Plan for Maintaining and Improving Response
- Overall Evaluation ( SWOT analysis)

### Recommendations:

- Develop a HIPAA Policy for Patients.
- Evaluate the number of planning zones to be reduced from 60 to 15 or less.
- Evaluate low medium and high risk responses for Hazardous Materials
- EMS and Fires and Technical Rescue.
- 16 Technical Report recommendations .

### **ANDREAS MEDICAL BILLING CONTRACT**

During the accreditation process Lynn Dralle discovered the contract between Andreas medical billing and the Fire Department had expired in 2015. Andreas Medical billing proposed a renewal contract which decreased in cost from 6% on collections to 4.35% percent for the entire length of the contract. Length of contract with date has not been determined.

Mayor Gunter inquired about competitor rates and solicitations. Lynn Dralle responded and mentioned Andreas always provided prompt and quality services to the Fire Department and no other bids were acknowledged.

### **EMS- LUCAS device**

Lynn Dralle handed out statistical information to the attendees about the number of calls and Cardiac Arrests, to show the need for durable medical equipment.

The equipment that is currently being used is the EMS Auto Pulse board adapted in 2018.

Due to the device's complications/ malfunctions Lynn Dralle made suggestions to replace the CPR Auto Pulse board with the new LUCAS device.

The main component for the change, other than lack of durability, is cost. The Auto Pulse board replacement bands ( which are replaced with every use), costs \$128.00 - \$300.00 versus the LUCAS replacement part that uses a plastic cup that can be used up to 3 times estimated at \$21.00 dollar per cup. Huge difference in price, compared to the Auto Pulse board.

Lynn Dralle along with staff paramedics provided a demonstration using the LUCAS to show its flexibility, ease of use and durability to perform CPR chest compressions.

Attendees were very receptive to the demonstration and mentioned it was a “valuable piece of equipment” for chest compressions to service the community

### **Conclusion:**

The board agreed to proceed with the purchase of the LUCAS device.

#### Cost association:

- \$17,000.00 per unit discount quantity price is reduced to \$15,000.00
- 5 year service agreement warranty per unit (\$6,30.00)

### **UPDATES**

#### Staffing:

D/C O'Hare mentioned this is still a challenging factor for the department however quality candidates are still being hired via small hiring groups with strategic timing. La Trecia Moore was able to fill the department's Admin. position along with 6 part time firefighters and EMS personnel in May. Another hiring will commence in June.

#### New Communications Vehicle:

The communication vehicle was received. The IT department is finishing up with the programming and technical maintenance. The vehicle is not in service as of yet.

#### New Ambulance:

Still waiting for the ambulances, Chief Riley placed an order last year. The delay is due to the low production of vehicle chassis. ETA fall 2022.

Communications Van 1888 Surplus:

Surplusing/ donating the old van along with PPE equipment to southern Fire departments and underprivileged fire departments

**MISCELLANEOUS**

- Mayor Gunther complemented and acknowledged the Fire Department on a great job representing the village on the spring fling and parade
- Mayor Gunther asked about unused land and if the land would be useful for training.
- Trustee Liddle mentioned burndowns

There being no other business to discuss, Trustee Liddle motioned to adjourn, to which Trustee Nero seconded. The meeting subsequently adjourned at 5:47 p.m.

Respectfully submitted,  
La Trecia Moore  
Recording Secretary