

DARIEN-WOODRIDGE FIRE PROTECTION DISTRICT

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE REGULAR MEETING: DECEMBER 4, 2008

The regular meeting of the Darien-Woodridge Fire Protection District Board of Fire Commissioners was held at station #1, 7550 Lyman Ave, Darien on December 4, 2008. Chairmen H. James McGill called the meeting to order at 7:00 P.M.

Commissioners present: H. James McGill, Leo Rasp and Ed Cryer

Guests: Chief Wayne Messenger and Deputy Chief Dave Lambright from the DWFD. Bob Klein, President of the DWFD Board of Trustees was also in attendance.

Review of Minutes and approval: The minutes of the November 6th meeting were reviewed. A motion to accept the November 6th minutes, as written, was unanimously approved.

Correspondence, Meeting reports:

- A. **Trustee's Report:** The October minutes and November Agenda were distributed for review.
- B. **Chief's Report:** The October report was distributed for review.
- C. **Letters:** None
- D. **Press Release:** 2 were sent out covering a roll over accident and a small plane accident.
- E. **E-Mails – November 25, 2008 – Chief Messenger:** Proposed timeline for the upcoming Lieutenant Candidate testing was documented in the letter. See below for details.

Public Comments: None

Old Business:

- A. **Review requests for preference points to add to Initial Eligibility list.** – Submitted documents from candidates were reviewed and verified.

New Business:

- A. **Approve Final Eligibility List for posting.** – Adjustments were made to the FF list after the above review. A motion to accept the updated FF list was made by Ed Cryer and seconded by Jim McGill. Roll call vote: Leo Rasp; aye, H. James McGill; aye, Ed Cryer; aye. The motion to accept the updated FF list was approved.
- B. **Discuss schedule for Lieutenant testing.** – The letter from Chief Messenger was reviewed and discussed.

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MINUTES OF THE REGULAR MEETING: DECEMBER 4, 2008 – (Cont'd)

New Business: (Cont'd)

C. **Approve schedule and testing services.** – The following schedule, as proposed in Chief Messenger's letter, was accepted:

- Jan. 5, 2009 Notice of Lt. Candidate testing
- Jan. 20, 2009 All letters of intent and other documentation due
- Seniority list posted by Jan. 26, 2009
- Ascertained merit list posted by Feb. 3, 2009
- Admin. Staff evaluations completed by Feb. 27, 2009
- Assessment Center sometime between April 6-17, 2009 (II. Fire Chiefs) 4 components which will include: group exercise, written exercise, tactical exercise & problem employee exercise
- Written exam sometime between April 27-May 6, 2009 (F.I.R.E. testing)
- Preliminary list posted by May 15, 2009
- Final List posted by May 22, 2009

D. **Discuss the 2009 meeting schedule.** – The schedule of the first Thursday of every month will be maintained unless there is no DWFD business to be discussed or the meeting conflicts with a holiday and requires a date change at which time a notice will be sent out accordingly.

Next Meeting: The next DWFD Commissioner's meeting will be on January 8th at 7:00 PM and will be held at station #1, 7550 Lyman Ave, Darien.

Adjournment: With no further business to be discussed at this time, all present agreed to adjourn at 8:15 P.M.

Respectfully Submitted,
Ed Cryer/Recording Secretary