



DARIEN-WOODRIDGE FIRE PROTECTION DISTRICT

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING: November 5, 2009

A meeting of the Darien-Woodridge Fire Protection District Board of Fire Commissioners was held at station #1, 7550 Lyman Ave, Darien on November 5, 2009. Chairmen H. James McGill called the meeting to order at 5:00 P.M.

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

Guests: Chief Wayne Messenger and Deputy Chief Dave Lambright from the DWFD

Review of Minutes and approval: The minutes of the September 24th meeting were reviewed, corrected and approved.

Correspondence, Meeting reports:

- A. **Trustee's Report:** The May 20th minutes, June 17th minutes and September 15th minutes were distributed for review. The June 17th, July 15th, August 19th and October 21st meeting agendas were also handed out for review.
- B. **Chief's Report:** The Fire Chief/Administrator's reports for May, June, July and September were handed out for review.
- C. **Letters sent:** None
- D. **Press release:** A copy of the press release on the townhouse fire on November 4th was sent out via E-mail.
- E. **E-Mails:** Various emails have been sent out for informational purposes.

Public Comments: None

Old Business:

- A. **Update of replacing retiring Lt. Porter:** A motion by H. James McGill to promote FF/PM Rick Sanborn, who was number 1 on the Lieutenant promotion list, to the open Lt. position and to be effective on his first duty day in January 2010. The motion was seconded by E. Cryer and was unanimously approved. Kathy Trapp will be asked to contact the candidates that have already passed the oral exam given earlier in the year to see who is available and then make an offer of a full time FF/PM position. A swearing-in ceremony for FF/PM Rick Sanborn and the new FF/PM person will be scheduled for December 30th.

Other: Chief Wayne Messenger, Deputy Chief Dave Lambright and Commissioner H. James McGill attended the 100 club event on October 28th.

DARIEN-WOODRIDGE FIRE PROTECTION DISTRICT

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING: November 5th, 2009 – (Cont'd)

New Business:

- A. **Develop schedule for 2010 testing to establish new FF/PM candidates:** It was decided we will follow the COD fall schedule for testing as we have in the past. The schedule will be posted on the DWFD web site.
- B. **Discuss plan to update the following:**
1. **Questions for oral interviews:** A proposed list of revised questions was handed out by E. Cryer for review. No action is required at this time and will be discussed at future meetings.
 2. **Weighting and passing scores for the promotion process:** No action was taken at this time - topic will remain as a topic for future meetings.
 3. **Changes to Rules and Regulations:** No action was taken at this time - topic will remain as a topic for future meetings.
- C. **Discuss schedule for 2010 Commissioner meetings:** We will be going to a quarterly schedule with next years meetings on second Thursday of January, April, July and October (1/14, 4/8, 7/8 and 10/14) at 5:00 PM. Special meetings will be scheduled as required.

Next Meeting: The December meeting will be cancelled. The next DWFD Commissioner meeting will be on January 14, 2010 at 5:00 PM and will be held at station #1, 7550 Lyman Ave, Darien.

Adjournment: With no further business to be discussed at this time, the meeting was adjourned at 6:05 P.M.

Respectfully Submitted,
Ed Cryer/Recording Secretary