

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
ORGANIZATIONAL MEETING MINUTES  
3610 W. ELM STREET, MCHENRY, ILLINOIS 60050  
FRIDAY, JULY 1, 2022

I. Fire Commission Meeting was called to order at 9:00 a.m. by Attorney Jim Militello.

II. Swear In

- a. Attorney Militello swore in three new Fire Commissioners as appointed by the Board of Trustees:
- Francis 'Jack' Stanaszek – 1 year term ending June 5, 2023
  - Donna Schaefer – 2 year term ending June 3, 2024
  - Tony Huemann – 3 year term ending June 2, 2025

III. Election of Officers

- a. Attorney Militello explained that each year, during the organizational meeting, the positions of Chairman and Secretary are to be elected.

*Motion to nominate Donna Schaefer as Chairman and Jack Stanaszek as Secretary – Commissioner Huemann. Second – Commissioner Stanaszek. The nominations were accepted. Roll Call: Commissioner Huemann – aye, Commissioner Stanaszek – aye, Commissioner Schaefer – aye. Motion passed 3 to 0.*

IV. Review of District Staffing, Testing, and Promotional Processes

Chief Horist reviewed the history of the fire district and full-time hiring. There are currently two active initial hiring lists (registers); one for hiring Lieutenants and the other for hiring Firefighter/Paramedics.

V. Discussion and Possible Action

- a. Meeting Dates for Fiscal Year – Set for 10/4/2022, 1/3/2023, 4/4/2023, 6/6/2023

*Motion to schedule regular Fire Commission meetings on a quarterly basis on the first Tuesday at 9:00 a.m. – Commissioner Huemann. Second – Commissioner Stanaszek. On a voice vote, all ayes. Motion passed 3 to 0.*

- b. Ratify Fire Commission Rules, dated 1/20/2022

*Motion to approve the Fire Commission rules with the following change: on Page 14, references to a quorum change from 3 to 2 due to the size of the Board changing from 5 to 3 – Commissioner Stanaszek. Second – Commissioner Huemann. On a voice vote, all ayes. Motion passed 3 to 0.*

- c. Hiring of Full-time Firefighter/Paramedic(s)

*Motion to move to closed session for discussion of Appointment, Employment, Compensation, Performance, or Dismissal of District Employees pursuant to 5 ILCS 120/2 (c)(1) – Commissioner Huemann. Second – Commissioner Stanaszek. On a voice vote, all ayes. Motion passed 3 to 0.*

Meeting moved to closed session at 9:32 a.m. The attorney Jim Militello, Fire Chief Rudy Horist, Deputy Chief Steve Spraker, and President Allen Miller were invited to stay for the closed session.

*Motion to return to open session – Commissioner Huemann. Second – Commissioner Stanaszek. On a voice vote, all ayes. Motion passed 3 to 0.*

The open session resumed at 9:45 a.m. No decisions were made during closed session.

The Board of Trustees has authorized the fire commission to fill 3 firefighter/paramedic positions. Further, the Board of Trustees has authorized the commission to offer temporary appointments if there are not enough candidates qualified for permanent appointment. Candidates who meet all of the requirements for permanent appointment with the exception of Paramedic licensure are eligible for temporary appointment for 60-days. The Board of Fire Commissioners has the option, but not the obligation, to offer a second 60-day temporary appointment upon expiration of the first 60-day temporary appointment. In no event, can a person be temporarily appointed for more than 120 days in single calendar year. DC Spraker contacted everyone on the initial hiring list and only Candidate #20 meets the qualifications for permanent appointment and expressed interest in the position. Candidates #3, #5, #18, and #19 qualify for temporary appointment and all four expressed their interest in the temporary position.

*Motion to offer a full-time Firefighter/Paramedic position to Candidate #20 – Commissioner Huemann. Second – Commissioner Stanaszek. On a voice vote, all ayes. Motion passed 3 to 0.*

*Motion to offer a temporary, 60-day Firefighter/Paramedic appointment to Candidate #3 and Candidate #5 and provide a permanent appointment if they obtain their Paramedic license prior to the expiration of the 60-day temporary appointment. Staff has the authority to move down the list in rank order if needed – Commissioner Stanaszek. Second – Commissioner Huemann. On a voice vote, all ayes. Motion passed 3 to 0.*

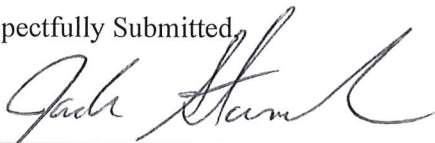
A special Commission meeting to discuss updates to the Rules and review optional preference points was scheduled for Tuesday, July 26, 2022 at 9:00 a.m.

VI. Adjourn

*Motion to adjourn – Commissioner Huemann. Second – Commissioner Stanaszek. On a voice vote, all ayes. Motion passed 3 to 0.*

The meeting adjourned at 9:52 a.m.

Respectfully Submitted,



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Francis 'Jack' Stanaszek, Secretary