

MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
3610 WEST ELM STREET, MCHENRY, IL 60050
FRIDAY, JANUARY 5, 2018
SPECIAL MEETING FOR STRATEGIC PLANNING

- I. Call to Order – 8:00 a.m.
- II. Roll Call - *Trustee Bennett, Trustee Meyer, Trustee Miller, Trustee Justen, Trustee Schaefer present.*
- III. Public Comment -- none
- IV. Strategic Planning Session

Chief Huemann opened the discussion giving an overview of the materials provided in the packet including three pages for the summary of the plan, five pages for the goals of the plan and 10 pages for the action or implementation of the plan. The purpose of the special meeting was to review the strategic plan with the goal of completing work on the plan in February to be brought back to the board for a vote in March.

Discussion of document two, the goals of the plan, was the main objective of this meeting.

Human resources was discussed first including staffing and adding one paramedic the first year and another paramedic in the next year.

Trustee succession was discussed and it was suggested that a handbook be prepared to give to each new trustee that would include pertinent information such as meeting dates and roles and responsibilities of a trustee and the goals. It was also suggested to add a glossary in the proposed handbook with acronyms. It was confirmed that this would be addressed in the action plan – document three. It was also discussed setting timelines for action items.

Discussion of fund balance and capital planning, staff policies and pension board followed. There was discussion of legislation including Senate Bill 1335 that will be coming back in 2018 and how it will affect pensions. Chief Huemann discussed the coalition formed with other part-time departments including Tinley Park, Harlem Roscoe and Westmont and announced there will be a meeting in McHenry on January 23 of this coalition to discuss strategy for when the bill is reintroduced. There was discussion on politicians that may be sponsors. There was discussion on the amount of money it would cost the department to contribute to the pensions as proposed in the legislation. There was discussion of importance of getting out in front of the legislation and making contact with legislators before the legislation gets reintroduced and gains momentum so legislators will know the consequences to the department.

There was discussion that the cash flow analysis of the district is reviewed at least once a month.

Discussion turned to capital resources including station one remodel, station six construction in the next three to five years and equipment maintenance. Discussion of maintenance service agreement and purchasing the service shop. There was also discussion on possibility of getting a consortium together from other departments as an option to owning a mechanics service business alone. There was discussion of structuring such a consortium in the same way as the dispatch center is run. There was discussion if this belongs in the strategic plan and it was decided that adding cost analysis of in-house maintenance as well as other maintenance options should remain in the strategic plan.

There was discussion to do ongoing analysis to determine a need for station six and discussion of the piece of property owned by the district and it was determined that the analysis will be updated now that station five has been opened.

Operations was discussed next. The evaluation process was discussed and whether the evaluation process belongs in the strategic plan.

Training methods were discussed and these methods were tied into the building department culture and these will continue to develop and evolve.

Emergency preparedness and disaster preparedness is part of the strategic plan and it is a necessity to get this as a pivotal activity in McHenry across all eight communities served by the district.

Chief Huemann gave an overview of the strategic action plan for first six months and the status of the item. Staffing issues were discussed including adding a 4th battalion chief and that was moved to the six month action plan.

Finally, there was discussion on RFP sent out for engine refurbishing. There was also discussion on the SCBA RFP. There were only two bids returned and there was a large discrepancy in the amount of the bid from each response so the recommendation will be to reject the SCBA bids and the RFP will be sent out again.

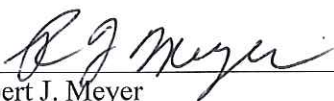
V. Closed Session

*Motion to Move to Closed Session at 9:25 a.m. to discuss appointment, employment, compensation, discipline, performance, or dismissal of District employee issues – Trustee Justin.
Second – Trustee Bennett. Motion passed 5-0.*

VI. Adjourn

*Motion to Adjourn Special Meeting at 9:38 a.m. – Trustee Justin.
Second – Trustee Meyer. Motion passed 5-0.*

Respectfully Submitted,



Robert J. Meyer
Secretary