



## FRANKFORT FIRE PROTECTION DISTRICT

Meeting Minutes  
7:30 a.m. Friday, September 16, 2016  
Board of Fire Commissioners  
Fire Station One  
333 West Nebraska Street  
Frankfort, IL 60423

### I. CALL TO ORDER

### II. ROLL CALL

Present: Donna Vegter  
Carol Ekdahl  
Kelly Hayden

Also Present: Attorney Lisa Callaway, Assistant Chief Sean Fierce arrived at 7:35.

### III. PUBLIC COMMENTS - None

### IV. APPROVAL OF THE MINUTES – Regular Meeting, June 22, 2016 Special Meeting, July 29, 2016 Special Meeting, August 18, 2016

- A **motion** was made by Commissioner Carol Ekdahl and seconded by Kelly Hayden to:  
**“Approve the Meeting Minutes as presented.”**  
**VOICE VOTE. MOTION CARRIED**

### V. CHIEF'S REPORT

- A grievance was submitted to Assistant Chief Fierce regarding the Lieutenant Promotion List due to Ascertain Merit. It was denied for not submitting it in a timely manner.
- Step Two of the grievance has now been submitted and will be heard at the Board of Trustees meeting on September 20, 2016.

### VI. UNFINISHED BUSINESS - None

### VII. NEW BUSINESS –

#### 1. Certify Lieutenant Promotion List

- Discussion was held regarding the Commissioners position on the grievance.
- Attorney Lisa Callaway stated that from a legal stand point the Commission acted on the information submitted to them and their obligation is to post the list as is.

- Chairman Donna Vegter indicated that they have heard the position of the Chief Officers and the members. They have checked the Rules and Regulations along with consultation from Attorney Lisa Callaway.
- The Commissioners agree that they have stayed consistent over the years and agree that the promotion list for Lieutenants will be approved and posted as presented.
- A **motion** was made by Commissioner Kelly Hayden and seconded by Commissioner Carol Ekdahl to: **“Certify the Lieutenants Promotion list as presented.”**

The Chairman directed the secretary to call the roll for the vote. Upon the roll being called the following commissioners voted:

AYE: Carol Ekdahl, Kelly Hayden and Donna Vegter  
NAY: None  
Absent: None

- Assistant Chief Fierce has had a formal request by the Union President asking for the past two postings of each rank to include ascertain merit.
- Attorney Lisa Callaway stated that he would have to go through their district counsel but certainly they are entitled to it for the grievance process.
- The commissioners advised him to make a formal request in writing to Chairman Donna Vegter for the documents.

NEW BUSINESS –

1. Certify Battalion Chief Promotion List

- A **motion** was made by Commissioner Kelly Hayden and seconded by Commissioner Carol Ekdahl to: **“Certify the Battalion Chief Promotion list as presented.”**

The Chairman directed the secretary to call the roll for the vote. Upon the roll being called the following commissioners voted:

AYE: Carol Ekdahl, Kelly Hayden and Donna Vegter  
NAY: None  
Absent: None

2. Discussion and review of hiring process and Commission Rules regarding same

- A candidate that was rejected initially wanted to meet with the Board of Commissioners, and the Chief Officers. He was told to contact Laser & Associates for the reason of rejection. No further contact was made to the commission.

- Reviewed with Assistant Chief Fierce that the rejection of a candidate due to failure of passing a component of the hiring process is a decision made by the Board of Fire Commissioners especially psychological evaluations. Carol Ekdahl indicated she read the report and assured the commission that the right decision was made.
- A copy of the Rules and Regulations will be provided to Assistant Chief Fierce.

VIII. CLOSED SESSION MINUTES – June 22, 2016, July 29, 2016 and August 18, 2016

- A **motion** was made by Commissioner Kelly Hayden and seconded by Carol Ekdahl to: **“Approve the Closed Session Meeting Minutes as presented.”**  
**VOICE VOTE. MOTION CARRIED**

VI. ADJOURNMENT


- A **motion** was made at 8:50 a.m. by Commissioner Carol Ekdahl, seconded by Commissioner Kelly Hayden to:  
**“Adjourn the Meeting.”**

The Chairman directed the secretary to call the roll for the vote. Upon the roll being called the following commissioners voted:

AYE: Carol Ekdahl, Kelly Hayden and Donna Vegter  
NAY: None  
ABSENT: None

The chairman declared the motion carried.

Bonnie Merritt, Recording Secretary



---

Carol Ekdahl  
Secretary, Board of Fire Commissioners