

**Naperville Fire Department
Foreign Fire Insurance Board**

Unapproved Minutes of the meeting held: March 3, 2016

The Thursday, March 3, 2016 meeting of the Foreign Fire Insurance Board for the Naperville Fire Department was held in NEU at the Municipal Center located at 400 S. Eagle, Naperville, Illinois.

A. CALL TO ORDER at 8:00 a.m.
By: Chairman Gros

B. ROLL CALL

Present:

Chairman Gros
Treasurer J. Jones
Secretary Crabtree
Board Member C. Smith
Board Member D. Morris
Board Member Fire Chief M. Puknaitis

On Duty

Not Applicable

Absent:

Board Member P. DeMik

Others in Attendance:

Amber Nadeau
Deputy Chief Sander

Excused:

N/A

C. OPEN / PUBLIC FORUM

No information.

D. APPROVAL OF DECEMBER 3, 2015 MINUTES:

Motion to approve by C. Smith, Second by Morris. Voice vote – all in favor.
Motion carried.

E. APPROVAL OF FEBRUARY 4, 2016 MINUTES:

Motion to approve by Jones, Second by Puknaitis. Voice vote – all in favor.
Motion carried.

F. APPROVAL OF JULY 9, 2015 MINUTES:

Motion to approve by Morris, Second by C. Smith. Voice vote – all in favor.
Motion carried.

G. TREASURER’S REPORT

Treasurer Jones presented the Treasurer’s report for February 2016. No questions or comments.

Motion to approve C. Smith, second D. Morris

Roll Call Vote:

Jones – Aye

C. Smith – Aye

D. Morris – Aye

Puknaitis – Aye

Gros – Aye

All in favor. Motion carried.

Jones had discussion with Amber about school funding. This will be discussed and more information shared in April.

H. BOARD ADMINISTRATIVE UPDATE

a. General Information

Crabtree conducted an audit for 2015 Agendas and Minutes. All agendas and minutes are up on the City of Naperville website. During the month of May 2015 there was no meeting. The meeting was cancelled. The correction will be sent to Kevin Apgar to made that change to the City’s website.

The following items will be placed on the “H:” drive:

Successful proposals that were approved

Proposals that were made but not approved by the board

Treasurer’s Report

Minutes

Agendas

Bylaws

Policies

The board will pay for the Sun for all stations. The board already pays for the Tribune and Sun at other stations. Staff gets the Daily Herald in place of the Tribune.

b. Retiree Gifts – Crabtree/DeMik

No report.

c. Compliance Officer – Smith

All members to complete the FOIA and OMA training on the Illinois Attorney General website, links sent to all members and will turn in certificates.

I. FIRE DEPARTMENT ADMINISTRATIVE UPDATE

Chief Puknaitis

No report.

J. OLD BUSINESS

a. Bunting Proposal – Crabtree

Working on purchasing cases and flags.

b. Honor Guard Request – Kubinski

Jones will contact Kubinski to check the status of this.

c. Lockers for Station 3 - Crabtree

Lockers delivered yesterday. They would not fit in all of the rooms. Will be working on solution for this.

d. NEMA request – Dan Nelson

Delivered & paid for. Remove from agenda.

e. Station Towels – DeMik

DeMik not present but he is still working on more information for this proposal.

f. Engraving Personal Rescue Tools – Bureau Chief Moran

Chief Moran looking to engrave badge numbers on to the tools of new members. Chief Puknaitis said for him to contact Eagle Engraving. This pertains to an on-going purchase the board made. More to follow.

K. NEW BUSINESS

a. 5.11 turnout pocket organizers – C. Smith

Completed proposal received to purchase pocket organizers to protect the pockets of our turnout gear. Much discussion. This purchase would help minimize the cost of gear repairs.

Motion by Jones to approve proposal as presented for a total of 200 pocket organizers for a cost not to exceed \$4000.00. Second by Morris.

Roll Call Vote:

Morris – Aye

C. Smith – Aye

Jones – Aye

Gros – Aye

Puknaitis – Aye

Crabtree – Aye

All in favor. Motion carried.

b. Photo Display – Lt. White

Deputy Chief Sander presented on his behalf a completed proposal. This will allow all members (retired and active) photo to be displayed in staff. Existing department photos can be used. The department is to do the installing and on-going maintenance (updating of information). Motion by Jones, second by C. Smith to purchase this photo display system for an amount not to exceed \$8500.

Roll Call Vote:

Morris – Aye

C. Smith – Aye

Jones – Aye

Gros – Aye

Puknaitis – Aye

Crabtree – Aye

All in favor. Motion carried.

L. ADJOURNMENT

Motion to Adjourn by Gros at 09:00

Second By: C. Smith

Voice Vote, All in Favor, Motion Carried

Respectively submitted,

Ryan Crabtree
Foreign Fire Insurance Board Secretary
Naperville Fire Department