

**Village Board Fire Public Safety Committee
~ Regular Meeting ~
MINUTES**

~ Thursday, December 1, 2022, ~

CALL TO ORDER

Trustee Guzzo called the meeting to order at 4:30 p.m.

PRESENT

Mayor Gunter, Clerk Szymski, Village Manager May, Trustee Barker, Trustee Brady, Trustee Guzzo, Trustee Liddle, Trustee Nero, Assistant Village Manager Parker, Fire Chief Riley, Trustee Simonovich.

ALSO PRESENT

D/C O' Hare, D/C Fitzgerald, D/C Thompson, Human Resources Manager Brainerd, Community Development Director Sylvester, Finance Director Jamie Cunningham, Public Works Director Amy Ries, FPB Director Berkowitz, Administrative Assistant Moore, Administrative Assistant Saldivar, Communications Specialist Babyar and Milan Chlupacek

ABSENT

Communications Director McIntyre, Building Commissioner Jason Vitell, and D/C Gruen.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

PUBLIC COMMENT

Milan Chlupacek made a public comment. He is the owner of 41 Cass avenue. He would like reconsideration from the Village Board and Fire department to reconsider the \$116,000.00 fire sprinkler system installation for his 1890 sf unit. Mr. Chlupacek feels he should not have to install the system because the agreement was between Skallywags, the previous tenant, and the village. There was a letter he presented to the board before the meeting.

Village Manager May provided the background of the issue to the board and expressed that Skallywags signed an MOU agreement to install the sprinkler system but move out of the unit.

Conclusion:

The Village Board agreed that Mr. Chlupacek should still install the fire suppression sprinkler system according to the ordinances. The fire department will meet with Mr. Chlupacek to discuss the next steps on the Sprinkler System installation.

APPROVAL OF SEPTEMBER 8, 2022, PUBLIC SAFETY COMMITTEE MINUTES

Trustee Liddle made a motion, seconded by Trustee Hogan Simonovich, to approve September 8, 2022, Public Safety Committee Minutes as submitted. Motion carried unanimously.

NEW BUSINESS

- IBC/Code Amendment update:
 - FPB Director Berkowitz presented an amended handout of the “2012 International Building Code amendments Sec 18 - 62”. The Fire Department is asking for input on the final proposed language for voting approval on December 15, 2022.
 - The code amendment corrections will provide clear expectations to the reviewer and answer frequently asked questions regarding the ordinances.
 - The highlighted language in the document is recommended to be added, and the strikes are recommended to be deleted.
 - Questions during the presentation:
 - A trustee member asked if the code amendments could be summarized to make it more straightforward for developers.
 - Chief Riley responded and said Yes, with the new code amendment adoption, this will eliminate a lot of planning/development questions and can be summarized for straightforward reading.
- Service Award:
 - Chief Riley presented a Service Award to Deputy Chief Fitzgerald, recognizing him for his fantastic work during Accreditation, spearheading ISO, and other numerous contributions to the Fire Department while deployed on duty at the US Coast Guard, all while overseeing military staff.
 - D/C Fitzgerald graciously acknowledged Chief Riley, HR, and the Fire Department for flexibility and support.
 - Congratulations and accolades were presented from the Village Board to D/C Fitzgerald.
- New ETSB Radio Upgrades:
 - D/C Fitzgerald presented information on The Emergency Dispatch Interoperable Radio System, which he suggested incorporating in the next 30 to 60 days.
 - This STARCOM21 statewide radio network system allows the fire department to communicate with each other daily and during any public safety emergency event.
 - He proposes we utilize 61 radios and 12 chargers in the amount of \$469,000.00, which is covered by ETSB (Emergency Telephone System Board)
 - Some of the ETSB features are:
 - Information encryptions
 - Portability
 - Text messaging
 - Voice activations to change stations
 - Tracking ability
 - Wireless touch-free programming
 - Complementary repair warranty with no equipment downtime.

- Additional costs, under \$1,000.00, are for the batteries and installing and removing the old radios with proper antenna configurations.
- ISO - Insurance Service Office Update:
 - D/C Fitzgerald presented an update on the ISO evaluation that will happen on Monday, December 5, 2022.
 - The evaluation will grade the Fire Department on the following categories: Receiving and handling of fire alarms, Fire Department procedures and processes, and water supply.
 - He affirmed that the Fire Department is 99.9% prepared for the evaluation; he has to run some last-minute numbers for the last 12 months of 2021 to reach 100% preparedness.
 - This evaluator will be challenging; however, we are prepared to challenge the discrepancies she may have to keep our ISO Class 1 rating.
 - The Fire Department is confident in keeping the ISO Class 1 rating because significant improvements were made, including dispatching and updating IBC codes. In addition, the water system is immaculate.
- Questions during the presentation:
 - Trustee Guzzo asked about the time frame the evaluator will be present.
 - Chief Riley responded and said she would be at the firehouse one day, on Monday, December 5, for 7 to 8 hours.
- Fire Department 100th Anniversary:
 - D/C O'Hare presented a list of events celebrating the Fire Department's 100th anniversary in conjunction with the Fire Department Open House.
 - The events include a pancake/ breakfast swap meet, a firefighter's Ballroom Blitz, and a summer picnic with water fights.
- The committee is working diligently on these events to make them a success and will continue to update everyone frequently on the progress.
- Questions during the presentation:
 - Mayor Gunter asked what the first event was.
 - D/C O' Hare responded and said the first event is the pancake breakfast and swap meet in the spring with plenty of cake.
- EMS - LUCAS Device UPDATE
 - D/C O'Hare thanked the village board members for approving the purchase of the two LUCAS devices that allows the Fire Department to have the best equipment possible in challenging situations.
 - The Fire Department received both devices in November 2022, located in our front-line ambulances.
 - We are also budgeting for a third device to add to our new ambulance in 2023.
- Call Volume Increase:
 - D/C O'Hare presented a slide show showing year-end data explaining the

increase in EMS call totals that directly supports the requests for specialized equipment, vehicles, workforce, and staff, which significantly impacts the EMS community.

- The slide show data includes an estimated year-end call volume of 3000 calls.
 - These calls come from the surrounding area, including the surrounding nursing homes including the new medical center Duly.
 - Senior homes in the area have the most significant effect on the Fire Department's call volume.
 - Since 2017 call volume has significantly increased to 514 more EMS calls.
 - Two hundred fifty-five more Nursing home calls.
 - 134 Duly medical calls in 18 months.
 - 184 Medic 189 (3rd ambulance) within the past two years
 - Medic 184, which is used as a reserve ambulance when the other ambulances are dispatched, has been, In the past two years, dispatched 189 instances.
 - D/C Fitzgerald added that Mayslake calls were roughly 252 responses for EMS and Auto Aid/Mutual Aid 240 calls a year to date, including 47 structure fire calls.
- Questions and comments during the presentation:
 - Chief Riley added that, to date, our call volume is 4450. As a part-time department, we can reach 5000 calls if we have a busy December. The calls will continue to increase due to the high demand for paramedic services which is why we are proposing additional personnel to the Ladder Truck from the funding from GEMT.
 - Mayor Gunter asks how many times, with the shared agreement, has our ambulances gone to other villages to assist.
 - Chief Riley responded that it could vary. An estimated answer is 5 percent. He said we would research Auto Aid/Mutual Aid numbers and give The Village Manager May the information to disperse to the board and the mayor.
 - D/C Fitzgerald later added that 140 Automatic Aid/Mutual Aid ambulance calls were reported outside Westmont.
 - Trustee Barker asked whether the EMA calls follow the population.
 - Chief Riley says yes because the village has the highest population of seniors in DuPage county residing in Westmont. He also informs that Mayslake is missing from the report. The Fire Department responds to calls about 5 or 6 times a day from that facility with a population of roughly 560 individuals.
 - Trustee Guzzo asked if we still see a large volume of covid calls.
 - Chief Riley responded and said that we are getting more calls regarding RSV. The hospitals used to provide call information; however, the communication has been limited to HIPAA restraints.
 - The Dupage County Fire Chiefs Association asks the hospitals for the date of service, at the minimum, for record keeping. Unfortunately, with the limited hospital records, we can't correctly identify how many calls are covid, RSV, or the common cold.

- Chief O'Hare added that the most significant call volume comes from individuals with influenza.
 - Chief Riley will be meeting with the state board to update them on the impact this is having on the EMS department and other challenges, including the outbreak of Ebola. We have one quarantined case, expiring December 7, in our fire district.
- Trustee Guzzo asked, on average, how many mutual aid calls there were.
 - Chief Riley responded and said the Box Alarms are much lower. There were 4 out of 10 box alarm responses using our Ladder Truck. The rate is much lower because departments are strengthening their General Arm level or Full Still level on structure fires.
 - Our department recently strengthened our General Arm Level to include 33 personnel for every structure fire versus box alarm dispatching.
- Dupage County Health Department:
 - D/C O'Hare presented the Fire Department's support for the BHC (Behavioral Health Collaborative).
 - The BHC is a mental health resource collaboration designed to reduce the impact of mental health calls to public departments.
 - Instead of calling 911 and using public response resources, they can talk to a mental health specialist, talk them through a problem and provide them with resources to mitigate.
 - The Village manager also added that the village is trying to decipher how to collaborate and build this program.
 - The DuPage County Health Department is looking for a letter of recommendation for its efforts to support this program.
 - Chief Riley said he met with the DuPage County Fire Chiefs Executive board on the collaboration. The four executive board members will meet with the Dupage Fire Chiefs next week to discuss the following actions.
 - Village manager May asked The Fire Department to circulate a letter of support to have the program adopted two weeks from tonight possibly.
- Questions and comments during the presentation
 - Trustee Guzzo asks, once BHC is adopted, how long will it take for the program to execute?
 - Chief Riley responded and said Addison is currently using a system called 211, similar to how we are trying to encompass all our dispatch systems. Chief Riley will provide the program's time frame once available.
- Promotional Lists:
 - D/C O'Hare presented information on the promotional list for informational purposes on next year's listings.
 - The Battalion Chiefs list is exhausted.
 - The captain's list is expired.
 - The Lieutenant list is active and will expire in April.
 - No departmental vacancies.
 - The Administrative staff will have a posting for all three positions beginning

in the spring using a combination of internal and external testing resources.

- The outsourcing testing was budgeted.
- Director Lynn Dralle:
 - D/C O'Hare noted that she announced her retirement in June of 2023 with 26 years of service as an EMS Director in Westmont.
 - The administrative staff will evaluate Director Dralle's roles and responsibilities to see how to absorb those roles and responsibilities adequately.
 - Please congratulate Director Dralle on her fantastic career within the Westmont Village and her retirement.
- Retaining of EMS Coordinator position:
 - D/C O' Hare reiterated that they are evaluating the EMS coordinator position to determine how they will absorb or delegate those duties.
- Staffing:
 - D/C O'Hare presented a slide on staffing and mentioned that the beginning of the year had challenges with personnel retention due to Covid and other external factors.
 - He also thanked the Village Board, Finance, and HR for supporting the recruiting initiative. As a result, we have amazing people on the roster.
 - The roster includes the following:
 - 74-person roster, including the Chief and 2 Deputies
 - Six candidates (not rostered, still in training)
 - Five people on leave of absence
 - 4 Battalion Chiefs
 - 5 Captains
 - 11 Lieutenants
 - 51 Firefighters
 - 41 Paramedics 2 recently achieved certification this month
 - Three are currently enrolled in paramedic school
 - Full contract personnel list with possibly three turnovers
- Questions and comments during the presentation:
 - The trustee asked if there is still a threat outside of covid, getting individuals that want to pursue a Fire Service career still exist.
 - D/C O'Hare responded and said the threat still exists. The Fire Department Administration belongs to multiple statewide committees, and they are addressing those issues.
 - Westmont is actively addressing that threat locally with programs and incentives. For instance, the candidate program and the Fire Department's marketing and hiring strategy.
 - The biggest threat as a part-time organization limits us and can't compete with individuals wanting full-time employment or their second full-time employment is demanding.
 - Chief Riley added that D/C O'Hare sits on the Illinois Fire Chiefs Advisory Committee board for Westmont and is doing a great job voicing these concerns on retention and recruitment. In addition, he is preparing an article for The Gong Illinois Fire Chiefs Association publication.

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- **GEMT Update (Ground Emergency Medical Transportation)**
 - Chief Riley presents information on the GEMT that started after March 2020. The village received \$173,744.00 in 2020, and in 2021 received \$793,804.00, of which half has to be allocated back to the state. In addition, \$806,113.00 was reported in November and December, and we expect to receive one million dollars in GEMT money by the end of 2022, resulting from EMT call volume.
 - The GEMT helps the village budget by offsetting the cost of personnel, vehicles, and training.
- **Updates:**
 - Staffing
 - D/C O'Hare talked about staffing earlier in the meeting.
 - New Ambulance:
 - The Fire Department will receive the new ambulance in March 2023, replacing Medic 182 on the Northside.
 - Squad 183:
 - The vehicle was brought in for a refurbishment about a half week ago. We should receive the vehicle in January 2023.
 - New Vehicles:
 - D/C O'Hare is working with Virgil on the summer's budget to purchase a new vehicle. We will keep you posted on the purchase.
 - Ladder Truck:
 - It is targeted for April of 2023. The Fire Department estimates to receive the Ladder Truck on May 31, 2023, in time for the 100th anniversary.
 - A question during the presentation: 52:90
 - Trustee asked about the Clarendon Hills and Oakbrook Ladder truck purchase.
 - Clarendon Hills:
 - They are moving forward with purchasing their Ladder Truck ETA of 18 months. In addition, they will support Westmont with Auto Aid.
 - Oakbrook:
 - The Battalion Chief and Northside Engine will be providing AutoAid to Oak Brook.
 - Oak Brook will provide Auto Aid to Westmont, including their Ladder Truck, Battalion, and 33 personnel to our structure fire. Also, including the Ladder Truck from Tri-State Fire Protection District.

MISCELLANEOUS

- **515 Structure Fire-**
 - Trustee asked what percentage of the building burned.
 - Chief Riley said that half of the roof of the building was burned. Three units on the third floor and 3 out of 16 were a complete loss. Also, there was water damage from the third to the second floor. The building has been purchased and is getting ready to be rehabbed.

- Community Development Director Sylvester added that the new owners had purchased the building, and his department reviewed the renovation plans. He also mentioned that It took four years because each insurance company had to decipher who would pay what portion of the damages.
 - The mayor asked if the redevelopment would be apartments or condos.
 - Bruce responded and said he doesn't don't know if the intention is to build condominiums. Instead, the new owners are more likely to plan to build apartment rental units.
- Significance of Today's date in the fire service:
 - Today's date is the anniversary of Our Lady of Angels and the induction of the modern Chicago building code
 - The mayor asked about the Promotional Act and if the Fire department follows the Promotional Act
 - Chief Riley responded and said the Fire Department doesn't have to follow the promotional Act because we are not a full-time Fire Department. However, we follow the Act as much as possible by establishing a list. Our process is that if a Lieutenant works in another full-time department as a captain or above, we allow him to challenge the Battalion Chiefs test.
 - Village Manager May added that the administration is developing a formal testing program. They will be designing the program using a similar existing format system already established.

There being no other business to discuss, Trustee Liddle motioned to adjourn, to which Trustee Nero seconded. The meeting subsequently adjourned at 5:34 p.m.

Respectfully submitted,
 La Trecia Moore
 Recording Secretary