

APPROVED MINUTES
VILLAGE OF ANTIOCH
BOARD OF TRUSTEES – PUBLIC SAFETY COMMITTEE MEETING
Municipal Building: 874 Main Street, Antioch, IL
January 27, 2009

I. CALL TO ORDER

Chairman Caulfield called the meeting to order at 6:03 p.m. in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

Chairman Caulfield led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following members were present: Chairman Caulfield and Trustee Crosby. Also present were Administrator Velan, Fire District Board Members Dean Pedersen, Carolyn VanPatten and Paul Green; Rescue Squad Members John Edgell and Brian DeKind; Assistant Fire Chief Jeff Vandervoorde and Clerk Rowe. Absent: Trustee McCarty.

IV. MINUTES

Approval of the November 27, 2007 and December 15, 2008 Meeting Minutes – Trustee Crosby moved, seconded by Trustee Caulfield to approve the minutes from the November 27, 2007 and December 15, 2008 meetings as presented. Voice vote: All Ayes, No Nays. **MOTION CARRIED.**

V. REGULAR BUSINESS

Discussion regarding the implementation of the IFCA Report – Administrator Velan distributed a copy of the priority recommendations showing the items as discussed at the previous meeting.

The committee reviewed the priority list and the consensus of those present determined to look at and prioritize all category “A” items first.

Category “A” items were put in the following order for future review:

1. ***Governance and Oversight – G&O-8***; Antioch Village and Fire Department/First Fire Protection District/Antioch Rescue Squad Officials should address the need to establish one agency which will provide leadership and oversight to the entire public safety system to ensure quality assure, integration of services and agreed upon standards of coverage.
2. ***Governance and Oversight – G&O-1***; Antioch Village and Fire Department/First Fire Protection District Officials should create a written intergovernmental agreement that addresses the administration, operational and financial aspects of leading and managing the fire/rescue services within the Village of Antioch.

Governance and Oversight – G&O-5; Antioch Village and Fire Department/First Fire Protection District/Antioch Rescue Squad Officials should create an intergovernmental agreement that addresses and grants legal authority to provide EMS services to the residents and related cost sharing, performance measurements, and financial plan that ensures EMS services are stable and financially sound.
3. ***Governance and Oversight – G&O-7***; Antioch Village and Fire Department/First Fire Protection District/Antioch Rescue Squad Officials should consider transitioning their personnel to provide for an in-station coverage 24 hours per day, 7 days a week. This transition should occur sooner rather than later; especially, in respect to emergency medical services.

APPROVED MINUTES

Response Force and Deployment – RFD-3; Antioch Village and Fire Department/First Fire Protection District/Antioch Rescue Squad Officials should come to an agreement on housing an ambulance in each of the current fire stations and staff each ambulance 24/7.

Dispatch Services – DS-3; Antioch Village and Fire Department/First Fire Protection District/Antioch Rescue Squad Officials should establish response time standards and related performance measurement criteria for both Fire and EMS response times. Further, regular reporting and review of the response times should be established to assist in identifying weakness within each response time element.

Operational Structure – OS-3; Antioch Village and Fire Department/First Fire Protection District Officials should consider medically trained firefighters responding concurrently with the Rescue Squad for all EMS-related calls. This redundancy is especially important for nighttime and weekend periods, when no Rescue Squad staff is on-duty and standing by. It is expected that this item would be placed on a March meeting agenda for discussion.

Recommendation G&O-8 would be placed on the February 24, 2009 meeting agenda for consideration. Category items “B” and “C” would be prioritized after the “A” list of priorities.

Memorandum of Understanding between the Village of Antioch Fire Department and First Fire Protection District - Administrator Velan said that she recommended the Memorandum of Understanding, be drafted in the interim because the goal is to come to some sort of intergovernmental agreement to memorialize the current operations and with the understanding that this is a short-term measure.

The draft memorandum was reviewed with the following changes noted. On page one, item 4 in the Recitals of Fact...in the best interest of the residents of the Village *and District*. On page one under the terms and provisions and covenants item 1, *whether part time or paid on call* is removed. Fire Station No. 2 is removed. Item 2 the word *rescue* is removed and *Upon the Village’s adoption of its budget and appropriation ordinance* is removed. The District shall *review* its own budget and appropriation ordinance and shall contribute an equal amount for fire services as the Village.

Fire District Members will review the amended memorandum at their next meeting in February and it will be placed on the March Village Board meeting agenda for consideration.

VI. OTHER BUSINESS

No report.

VII. ADJOURNMENT

There being no further discussion, a motion was made by Trustee Crosby, seconded by Trustee Caulfield to adjourn the Public Safety Committee meeting at 6:51 p.m.

Respectfully submitted,

Candi L. Rowe, Village Clerk