

**Lisle-Woodridge Fire District**  
*Board of Trustees Special Meeting Minutes*  
*Tuesday, April 11, 2017 9:00 a.m.*  
*Station #51 / Headquarters 1005 School Street Lisle, IL*

**CALL TO ORDER**

President Frank called the special meeting of the Board of Trustees of the Lisle-Woodridge Fire District to order at 9:01 a.m. on Tuesday, April 11, 2017, at Station #51 and Headquarters, 1005 School Street, Lisle, Illinois.

**ROLL CALL**

In attendance were President Frank, Vice President Costin, Secretary Chaffin, Treasurer Perry, Trustee Moeller, and Recording Secretary McClain. Also present: Heidi Voorhees and Pat Carey of GovHR USA, Mayor Joseph Broda, Chad Shaffer, Dr. Wilson, Captain Capua, James Palatine, Dennis Callan and Police Chief Cunningham.

**PLEDGE OF ALLEGIANCE**

Mayor Broda led everyone in the Pledge of Allegiance.

**MATTERS OF THE PUBLIC**

Trustee Moeller thanked the Lisle-Woodridge crew that responded to the incident that occurred while he was working on his car.

President Frank thanked the members of the Trustee selected panel for agreeing to participate in the Fire Chief interviews.

**OLD BUSINESS**

*Fire Chief Recruitment (Closed Session)*

- *Candidate Interviews* – Secretary Chaffin summarized the fire chief recruitment process. The Board chose to solicit Requests for Proposals (RFP) to assist in the selection of a Fire Chief. GovHR USA was selected as the firm from the proposals to perform a nationwide chief search. Today the Board and the stakeholder's panel will interview the candidates in Closed Session. Heidi Voorhees of GovHR will be asked to further investigate background information of potential candidates.

**CLOSED SESSION**

At 9:09 a.m. motion was made by Vice President Costin, second by Secretary Chaffin to go into closed session to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel (5 ILCS 120/2 (c) 1). The motion carried by a roll call vote (5 ayes – Costin, Chaffin, Moeller, Perry, Frank / 0 nays).

Having taken no action in closed session, President Frank reconvened the open session portion of the meeting at 3:25 p.m.

Present: President Frank, Vice President Costin, Secretary Chaffin, Treasurer Perry, Trustee Moeller, Heidi Voorhees of GovHR and Recording Secretary McClain.

## **NEW BUSINESS**

### *Fire Chief Conditional Offer of Employment*

Discussion took place.

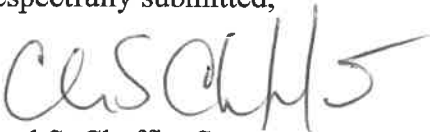
Motion was made by Trustee Moeller to authorize the Board President and Board Secretary to meet with the top preferred fire chief candidate to extend a conditional offer of employment subject to the results of an appropriate medical examination, or satisfactory review of a current medical examination, and other such due diligence as the Board may require and a final negotiated employment contract approved by the Board of Trustees at a subsequent public meeting. The motion was seconded by Treasurer Perry. The motion carried by a roll call vote (5 ayes – Moeller, Perry, Costin, Chaffin, Frank / 0 nays).

Discussion took place.

## **ADJOURNMENT**

There being no further business to come before the Board, at 3:28 p.m. Treasurer Perry made a motion to adjourn the meeting. Vice President Costin seconded the motion. The motion carried by a voice vote with no dissension (5 ayes / 0 nays).

Respectfully submitted,



Chad S. Chaffin, Secretary  
Board of Trustees