



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, IL 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Board of Trustee Regular Meeting Minutes

On the 12th day of June 2025, the regular meeting of the Board of Trustees of the Channahon Fire Protection District held at fire station #1 was called to order at 9:00 a.m., pursuant to notice, at the Fire Station #1, 24929 S. Center St., Channahon, Illinois with the Pledge of Allegiance.

In attendance were President Rittof, Treasurer M. McMillin, Secretary M. J. McMillin, Trustee Caldwell, and Trustee Gregory. Chief Petrakis, Deputy Chief Toepper, and Executive Fire Support Manager Arnold were in attendance.

Captain McMillin, Firefighters Pierce, Fals, Ciarlette, Dircks, Bowles, Grubisich, Hammerstein, and CRR Cantrell were in attendance.

MATTER OF THE PUBLIC: None

APPROVAL OF THE MINUTES

Trustee Gregory made a motion to approve May 9, 2025; May 19, 2025; and May 30, 2025, regular/special meeting minutes, seconded by Trustee Caldwell. A roll call vote: President Rittof – Yes; Treasurer M. McMillin – Abstain; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.

Trustee Gregory made a motion to approve May 19, 2025, and May 30, 2025, closed session meeting minutes, seconded by Trustee Caldwell. A roll call vote: President Rittof – Yes; Treasurer M. McMillin – Abstain; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.

TREASURER REPORT

The Treasurer's report ending May 2025 along with the disbursement record for May 2025 were presented, showing disbursements by check number, date, payee, and amount. Secretary M. J. McMillin made a motion to accept the reports as presented, seconded by Trustee Gregory. A roll call vote: President Rittof – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.

The outstanding bills to be paid were presented. The Trustees reviewed the bills. Secretary M. J. McMillin made a motion to accept the bills as presented, seconded by Trustee Gregory. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory - Yes. Motion carried.

Executive Assistant Arnold will transfer funds to the IPTIP account to bring the balance back up to \$2M.

MONEY COLLECTED

\$41,353.25 - Ambulance Billing (\$391,586.99 for 2025); \$2,150.00 – Donations; 1,154.73 – CPR Class; \$6,533.67 - Interest; \$9,183.20 – Reimbursement; \$24,521.20 – State of Illinois; \$58,778.36 – Will County.

Communications

1. Village of Channahon – Property Tax Abatement – Crossroads 55 – Form of Reconciliation - President Rittorf explained how the abatement worked with IDI/Crossroads. The board would like Tom Durkin to attend the July board meeting.
2. CFPD Retirement Letter from Deputy Chief Toepper – The letter states his last day will be on July 18, 2025. President Rittorf would like to entertain a motion to accept Deputy Chiefs letter with regret. Trustee Gregory made a motion to accept the retirement letter from Deputy Chief Toepper, seconded by Trustee Caldwell. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory - Yes. Motion carried.

OLD BUSINESS

1. **Station #2 Construction** – The indemnification agreement signed by R.C. Wegman was presented to the board. Trustee Gregory made a motion to accept the indemnification agreement and have President Rittorf sign the letter, seconded by Trustee Caldwell. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – No; Trustee Caldwell – Yes; and Trustee Gregory - Yes. Motion carried. The final completion letter was brought up. Secretary M. J. McMillin would like the Chief to contact the attorney regarding the letter. We took occupancy on June 28, 2024. A discussion was held about the warranty repairs.

NEW BUSINESS

1. **Discuss and approve the purchase of computers per the computer rotation – CDW-G \$11,509.58** – The computer rotation was explained and Secretary M. J. McMillin asked if we could donate the old computers. Chief Petrakis will check into that possibility. Secretary M. J. McMillin made a motion to purchase the computers per the rotation schedule, seconded by Treasurer M. McMillin. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory - Yes. Motion carried.

2. **Discuss and approve the new software program – First Due - \$11,980.00** – FireRMS will now longer be supported by the county, so we need to move the software in house. Deputy Chief Toepper researched the different options, and it was determined that the First Due would be the best option. Treasurer M. McMillin made a motion to purchase the First Due software, seconded by Trustee Gregory. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.
3. **Discuss and approve the renewal of Vector Solutions** – Deputy Chief Toepper is working on getting a six-month renewal until we are ready to transfer to the new reporting software in January. Trustee Gregory made a motion to renew Vector Solutions for six months but not to exceed \$6,000, seconded by Secretary M. J. McMillin. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.
4. **Discuss and approve the amended wording in Chief Petrakis's Contract (Vacation/Sick Time Language to match IRS Requirements)**- Trustee Caldwell made a motion to accept the amended working in Chief Petrakis's contract for his vacation and sick time, seconded by Trustee Gregory. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.
5. **Discuss and approve DC Toepper's position on the Pension Board – Appointed by the District Board Up in 2026** – Deputy Chief Toepper's position on the Pension Board will be up in May of next year. The board can at that time reappoint him as a retired member of the board. He is willing to finish his current term.
6. **Discuss and approve the Updated CFPD Board of Trustees Policy Manual** – Chief Petrakis presented the board with the changes in the policy manual. He asked the board to review the changes. Table to July.

WESCOM: President Rittorf would like to have someone else take over on the Executive Board. Trustee Caldwell offered to fill the position and Treasurer M. McMillin will remain the alternate member. Secretary M. J. McMillin made a motion to accept the change in the WESCOM Executive Board members, seconded by Trustee Gregory. A roll call vote: President Rittorf – Yes; Treasurer M. McMillin – Yes; Secretary M. J. McMillin – Yes; Trustee Caldwell – Yes; and Trustee Gregory – Yes. Motion carried.

LEGAL UPDATE: None

PENSION: Deputy Chief Toepper offered the actuary report and the GADSB report to the board to review. The pension fund is 120% funded.

COMMUNITY SUPPORT SERVICES – Support Services Coordinator Cantrell presented the board with a power point explaining the accomplishments of the last year. (attached) President Rittorf stated the program has come a long way. A new grab bar program for the seniors in the community was discussed. Secretary M. J. McMillin asked how the program will work. We are trying to get a grant to offset the cost for our senior population. Trustee Caldwell stated the County is trying to release 1.9M in funds. He will give Luanne's name and contact information to his guy.

FIRE AND LIFE SAFETY EDUCATOR – (Report attached) Sarah joined the meeting to discuss the open house. The open house was outstanding and there were around five hundred people were here. President Rittorf said she did a fantastic job.

FIRE PREVENTION AND INSPECTION MONTHLY REPORT – (Report Attached)

DEPUTY CHIEF REPORT AND VEHICLE/BUILDING MAINTENANCE: (report attached)

1. Vehicle Maintenance - \$2,802 for May, \$20,790 year to date.
2. Attended training on solar panel and EV battery fires.
3. 162 calls in May, 791 calls year to date.
4. Waiting for the generator to be installed. Secretary M. J. McMillin would like the Deputy Chief to surplus the old generator while it is still hooked up.
5. Finalizing the change in the department physicals to Rock Valley. They are the same organization Joliet Fire uses.
6. Matt Bowles is doing an excellent job with the new Candidate program. We have twelve individuals that have started.

CHIEF REPORT: (report attached)

- Waiting on backgrounds for the last two individuals interviewed. Started another testing process with interviews set for July 16th.
- Have been in contact with the IFCA for the Deputy Chief Process. The assessment will be held the week of July 17th. The board will need to meet July 21st to select the candidate they would like to move forward with. Trustee Caldwell asked if we must go through the IFCA process.

Secretary M. J. McMillin asked if we were putting funds away for the new engine. We are transferring the money every three to six months.

He also asked when the new engine is complete, do we transfer equipment or need to purchase new. The equipment will be transferred.

Has there been any luck with the ISO rating? Chief Petrakis has spoken with and met the first benchmark. We are waiting for the next step.

Deputy Chief Toepper informed the board that Firefighter Andrew Highbaugh will be put in for a Medal of Honor award. He and Lt. O'Hern were returning from Wilmington when a call came in for a water rescue in the Kankakee River. There was a person in a car upside down in the water. Upon arrival Andrew put on a water suit, slid down a hill that was about 30 feet up, had an extrication tool lowered down, and proceeded to check the vehicle, pop the door, rescue the passenger, go back to pop the other door to check for additional occupants. Firefighter Highbaugh saved a life that day.

There being no further or other business to come before the meeting, upon motion duly made by Secretary M. J. McMillin, seconded by Trustee Gregory, unanimously approved, the meeting adjourned at 10:45 a.m.

Respectfully Submitted
Jacque Arnold
Executive Fire Support Manager

CHANNAHON FIRE PROTECTION DISTRICT

6/5/2025 8:33 AM

Register: 2016660 · First Secure - Checking

From 05/08/2025 through 06/12/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/08/2025	3415	Air One Equipment, ...	1-201 · 2000 Accounts ...	146	2,556.00	X		468,774.50
05/08/2025	3416	Allegra Coal City	1-201 · 2000 Accounts ...		656.33	X		468,118.17
05/08/2025	3417	Camz Communicatio...	1-201 · 2000 Accounts ...	Inv. 25-158	590.00	X		467,528.17
05/08/2025	3418	CDW Government, I...	1-201 · 2000 Accounts ...		2,143.99	X		465,384.18
05/08/2025	3419	CIT Trucks - Joliet	1-201 · 2000 Accounts ...		500.48	X		464,883.70
05/08/2025	3420	Clennon Electric, Inc.	1-201 · 2000 Accounts ...		2,407.94	X		462,475.76
05/08/2025	3421	Constellation Energy...	1-201 · 2000 Accounts ...		2,062.18	X		460,413.58
05/08/2025	3422	Crescent Electric Sup...	1-201 · 2000 Accounts ...		152.23	X		460,261.35
05/08/2025	3423	Cummins Sales and ...	1-201 · 2000 Accounts ...		4,012.18	X		456,249.17
05/08/2025	3424	D'Orazio Ford	1-201 · 2000 Accounts ...	Inv. 225308	958.15	X		455,291.02
05/08/2025	3425	Des Plaines Valley ...	1-201 · 2000 Accounts ...		2,672.00	X		452,619.02
05/08/2025	3426	Dive Right in Scuba	1-201 · 2000 Accounts ...		1,138.40	X		451,480.62
05/08/2025	3427	EMS Management &...	1-201 · 2000 Accounts ...	Inv. EMS-0145...	2,802.49	X		448,678.13
05/08/2025	3428	Estech Sysems, Inc.	1-201 · 2000 Accounts ...	Inv. 203500	223.05	X		448,455.08
05/08/2025	3429	Feece Oil Co.	1-201 · 2000 Accounts ...		1,505.35	X		446,949.73
05/08/2025	3430	Gordon Flesch Comp...	1-201 · 2000 Accounts ...	20RICF20	280.12	X		446,669.61
05/08/2025	3431	Harmonic Design	1-201 · 2000 Accounts ...	Inv. 15148	266.00	X		446,403.61
05/08/2025	3432	Illinois Public Risk F...	1-201 · 2000 Accounts ...	Inv. 94204	15,523.00	X		430,880.61
05/08/2025	3433	IMS Alliance	1-201 · 2000 Accounts ...	Inv. 25-1095	76.50	X		430,804.11
05/08/2025	3434	Interstate Battery Sys...	1-201 · 2000 Accounts ...	Inv. 191520104...	205.50	X		430,598.61
05/08/2025	3435	Interstate Power Syst...	1-201 · 2000 Accounts ...		2,261.58	X		428,337.03
05/08/2025	3436	Jacob Randich	1-201 · 2000 Accounts ...	EMS Licensing	41.00	X		428,296.03
05/08/2025	3437	Jacque Arnold	1-201 · 2000 Accounts ...		23.39	X		428,272.64
05/08/2025	3438	Jeff Kazak	1-201 · 2000 Accounts ...		180.00	X		428,092.64
05/08/2025	3439	Jeff Toepper	1-201 · 2000 Accounts ...	Cell Phone	80.00	X		428,012.64
05/08/2025	3440	Jessica Schumacher	1-201 · 2000 Accounts ...		180.00	X		427,832.64
05/08/2025	3441	LRS, Inc.	1-201 · 2000 Accounts ...		184.60	X		427,648.04
05/08/2025	3442	MES Service Compa...	1-201 · 2000 Accounts ...	Inv. IN2244407	7,252.64	X		420,395.40
05/08/2025	3443	Napa Auto Parts of C...	1-201 · 2000 Accounts ...		56.99	X		420,338.41
05/08/2025	3444	Napa Auto Parts of ...	1-201 · 2000 Accounts ...		264.81	X		420,073.60
05/08/2025	3445	Nicor Gas	1-201 · 2000 Accounts ...		879.93	X		419,193.67
05/08/2025	3446	North Central Water ...	1-201 · 2000 Accounts ...	Inv. 25-0037	800.00	X		418,393.67
05/08/2025	3447	Ottosen Dinolfo Has...	1-201 · 2000 Accounts ...	Inv. 13639	1,149.05	X		417,244.62
05/08/2025	3448	Plainfield Fire Protec...	1-201 · 2000 Accounts ...	Inv. 2129	75.00	X		417,169.62
05/08/2025	3449	PremiStar - North	1-201 · 2000 Accounts ...	Inv. SI2283322	1,887.00	X		415,282.62
05/08/2025	3450	Shaughnessy & Asso...	1-201 · 2000 Accounts ...	Inv. 202500056	500.00	X		414,782.62
05/08/2025	3451	Shelby Fals	1-201 · 2000 Accounts ...		50.00			414,732.62
05/08/2025	3452	The Village of Chan...	1-201 · 2000 Accounts ...		160.29	X		414,572.33
05/08/2025	3453	Toman Consulting, I...	1-201 · 2000 Accounts ...		700.00	X		413,872.33
05/08/2025	3454	US Gas	1-201 · 2000 Accounts ...		225.40	X		413,646.93

CHANNAHON FIRE PROTECTION DISTRICT

6/5/2025 8:33 AM

Register: 2016660 · First Secure - Checking

From 05/08/2025 through 06/12/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/08/2025	3455	Verizon Wireless	1-201 · 2000 Accounts ...	8159220120001	456.70	X		413,190.23
05/08/2025	3456	Village of Romeovill...	1-201 · 2000 Accounts ...	Inv. 2025-216	900.00	X		412,290.23
05/08/2025	3457	Warehouse Direct W...	1-201 · 2000 Accounts ...		119.73	X		412,170.50
05/08/2025	3458	Wescom	1-201 · 2000 Accounts ...	Inv. 20250604	8,711.76	X		403,458.74
05/08/2025	3459	Whitmore Ace Hard...	1-201 · 2000 Accounts ...		114.95	X		403,343.79
05/08/2025	3460	Will County Fire Chi...	1-201 · 2000 Accounts ...	Inv. 24-005	100.00	X		403,243.79
05/12/2025			401-01 · Ambulance Bi...	Deposit		X	1,033.96	404,277.75
05/15/2025	271139	U.S. Bank	1-201 · 2000 Accounts ...		8,278.08	X		395,999.67
05/15/2025	493828243	Verizon Wireless	1-201 · 2000 Accounts ...	8159220120001	80.00	X		395,919.67
05/15/2025		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	67,937.56	X		327,982.11
05/16/2025			401-10 · Reimburseme...	Deposit		X	2,362.30	330,344.41
05/16/2025	196372	Transamerica	-split-	PE61743-0000...	5,174.43	X		325,169.98
05/16/2025	196376	Transamerica	11.11 · chief's pen. & d...	VB98198 00001	182.03	X		324,987.95
05/16/2025	874673	AFLAC	-split-	HX998	416.84	X		324,571.11
05/16/2025	62789880	Department of Treas...	-split-	36-3327732	14,725.68	X		309,845.43
05/16/2025	1066774...	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	4,206.95	X		305,638.48
05/16/2025	DD7372	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7373	Bowles, Matthew	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7374	Cantrell, Luanne K	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7375	Ciarlette, Noah A	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7376	Dikun, Nathan S	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7377	Dircks, Brennan C	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7378	Fals, Shelby L.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7379	Fellows, Sarah K	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7380	Grubisich, Danial P	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7381	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7382	Hardin, Patrick E.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7383	Hartman, Jason S	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7384	Highbough, Andrew S	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7385	Kazak, Jeffrey M	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7386	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7387	McMillin, Brian D.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7388	O'Hern, Terrence M.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7389	Petrakis, John	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7390	Pierce, Dillon J.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7391	Randich, Jacob M.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7392	Schneider, Scott W.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7393	Schumacher, Jessica L	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7394	Skole, Matthew J.	-split-	Direct Deposit		X		305,638.48
05/16/2025	DD7395	Tobolt, Dale G	-split-	Direct Deposit		X		305,638.48

CHANNAHON FIRE PROTECTION DISTRICT

6/5/2025 8:33 AM

Register: 2016660 · First Secure - Checking

From 05/08/2025 through 06/12/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/16/2025	DD7396	Toepper, Jeffrey S.	-split-	Direct Deposit		X		305,638.48
05/19/2025			401-01 · Ambulance Bi...	Deposit		X	521.33	306,159.81
05/19/2025			401-01 · Ambulance Bi...	Deposit		X	429.65	306,589.46
05/22/2025			-split-	Deposit		X	58,315.44	364,904.90
05/27/2025			-split-	Deposit		X	7,369.90	372,274.80
05/27/2025			401-01 · Ambulance Bi...	Deposit		X	1,012.54	373,287.34
05/28/2025	169	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	305.00	X		372,982.34
05/28/2025	151508605	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	912.40	X		372,069.94
05/28/2025	8055101...	Blue Cross and Blue ...	1-201 · 2000 Accounts ...	Acct. 000618608	47,973.68	X		324,096.26
05/28/2025	2076126...	Comcast	1-201 · 2000 Accounts ...		305.50	X		323,790.76
05/28/2025	2076129...	Comcast	1-201 · 2000 Accounts ...		231.18	X		323,559.58
05/29/2025			401-01 · Ambulance Bi...	Deposit		X	7,264.15	330,823.73
05/29/2025	203645	Transamerica	11.11 · chief's pen. & d...	VB98198 00001	182.03			330,641.70
05/29/2025		QuickBooks Payroll ...	064-6 · Amb General/ ...	Created by Pay...	82,791.91	X		247,849.79
05/30/2025			401-05 · CPR Classes \$	Deposit		X	70.00	247,919.79
05/30/2025	3462	Channahon Prof. Fire...	2100 · Payroll Liabilities		2,065.00			245,854.79
05/30/2025	3463	Channahon FPD Fire...	2100 · Payroll Liabilities		23,827.42			222,027.37
05/30/2025	203642	Transamerica	-split-	PE61743-0000...	5,631.52			216,395.85
05/30/2025	10826568	Department of Treas...	-split-	36-3327732	19,133.56	X		197,262.29
05/30/2025	1210253...	Il. Dept. of Revenue	2100 · Payroll Liabilities	36-3327732	5,252.71	X		192,009.58
05/30/2025	DD7397	Arnold, Jacquelyn M.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7398	Benson, Kyle D	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7399	Bowles, Matthew	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7400	Cantrell, Luanne K	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7401	Ciarlette, Noah A	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7402	Dikun, Nathan S	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7403	Dircks, Brennan C	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7404	Fals, Shelby L.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7405	Fellows, Sarah K	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7406	Grubisich, Danial P	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7407	Hammerstein, Jr., Mi...	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7408	Hardin, Patrick E.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7409	Hartman, Jason S	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7410	Highbaugh, Andrew S	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7411	Kazak, Jeffrey M	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7412	Koranda, Jr., Allen C.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7413	McCluskey, William	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7414	McMillin, Brian D.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7415	O'Hern, Terrence M.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7416	Petrakis, John	-split-	Direct Deposit		X		192,009.58

CHANNAHON FIRE PROTECTION DISTRICT

6/5/2025 8:33 AM

Register: 2016660 · First Secure - Checking

From 05/08/2025 through 06/12/2025

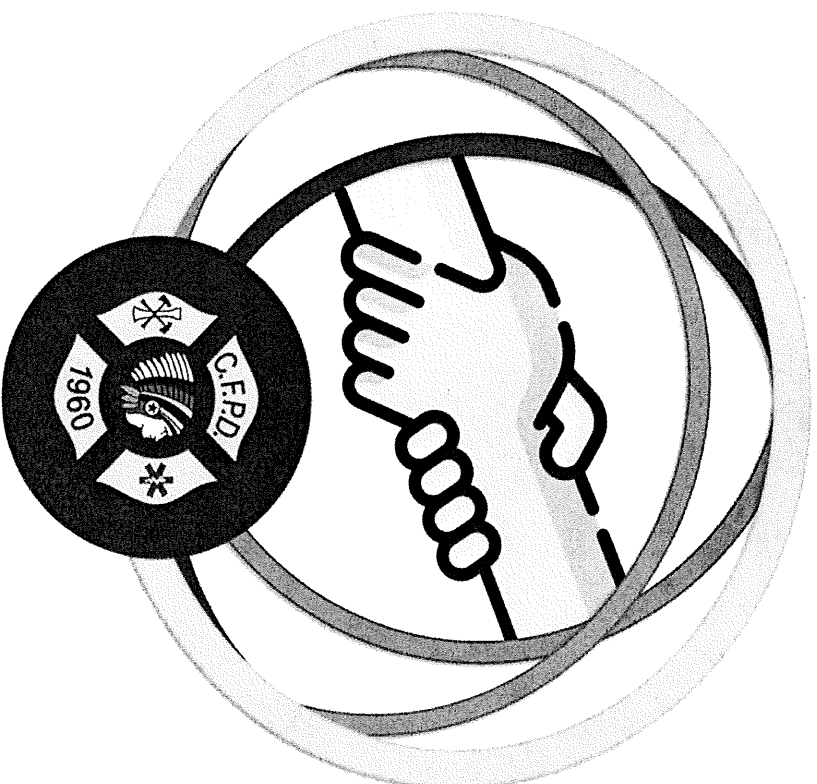
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/30/2025	DD7417	Petro, Benjamin J	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7418	Pierce, Dillon J.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7419	Randich, Jacob M.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7420	Schneider, Scott W.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7421	Schumacher, Jessica L	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7422	Skole, Matthew J.	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7423	Tobolt, Dale G	-split-	Direct Deposit		X		192,009.58
05/30/2025	DD7424	Toepper, Jeffrey S.	-split-	Direct Deposit		X		192,009.58
05/31/2025			401-09 · Interest \$	Interest		X	54.47	192,064.05
05/31/2025			bank charge	Service Charge	5.00	X		192,059.05
06/02/2025	153384812	Standard Insurance C...	1-201 · 2000 Accounts ...	00 162517	330.02			191,729.03
06/04/2025			401-02 · Babysitting C...	Deposit			76.00	191,805.03
06/04/2025	052025	IMRF	-split-	07256	1,938.16	X		189,866.87

Community Support Services

1 Year Program Review

June 12, 2025



"Connecting Community with Compassion and Care"

Program Accomplishments

- ◊ CSS daily report/data capture to stay on track with focus on community needs
- ◊ General referral/intake form on CFPD website
- ◊ Link to referral/intake form and CSS program on School District 17's webpage
- ◊ Channahon Police referral/intake form
- ◊ Earned instructor certification within the “Matter of Balance” program
 - ◊ First class begins in July at St. Elizabeth residences
 - ◊ Class is tentatively planned for the fall at the Channahon Park District
- ◊ Updated CSS brochure and webpage resources

Program Accomplishments (cont.)

- ◊ Facebook presence with link for referral/intake form
- ◊ Created “Fall Prevention for Older Adults” brochure
 - ◊ Coordinated with each shift to educate them on the use of brochures
- ◊ Created an “After the Fire Booklet” and care bags
- ◊ Gaining presence in local senior community
 - ◊ Assisted with fire evacuation protocol at St. Elizabeth, Matter of Balance class
 - ◊ Met with park district bingo group to introduce program/services
 - ◊ Promoting new “Dial-a-Ride” expansion service in Channahon for seniors
 - ◊ Attended the “Goldeneers” senior group to introduce program/services
- ◊ In process of an organizational meeting at Remington Woods

Program Accomplishments (cont.)

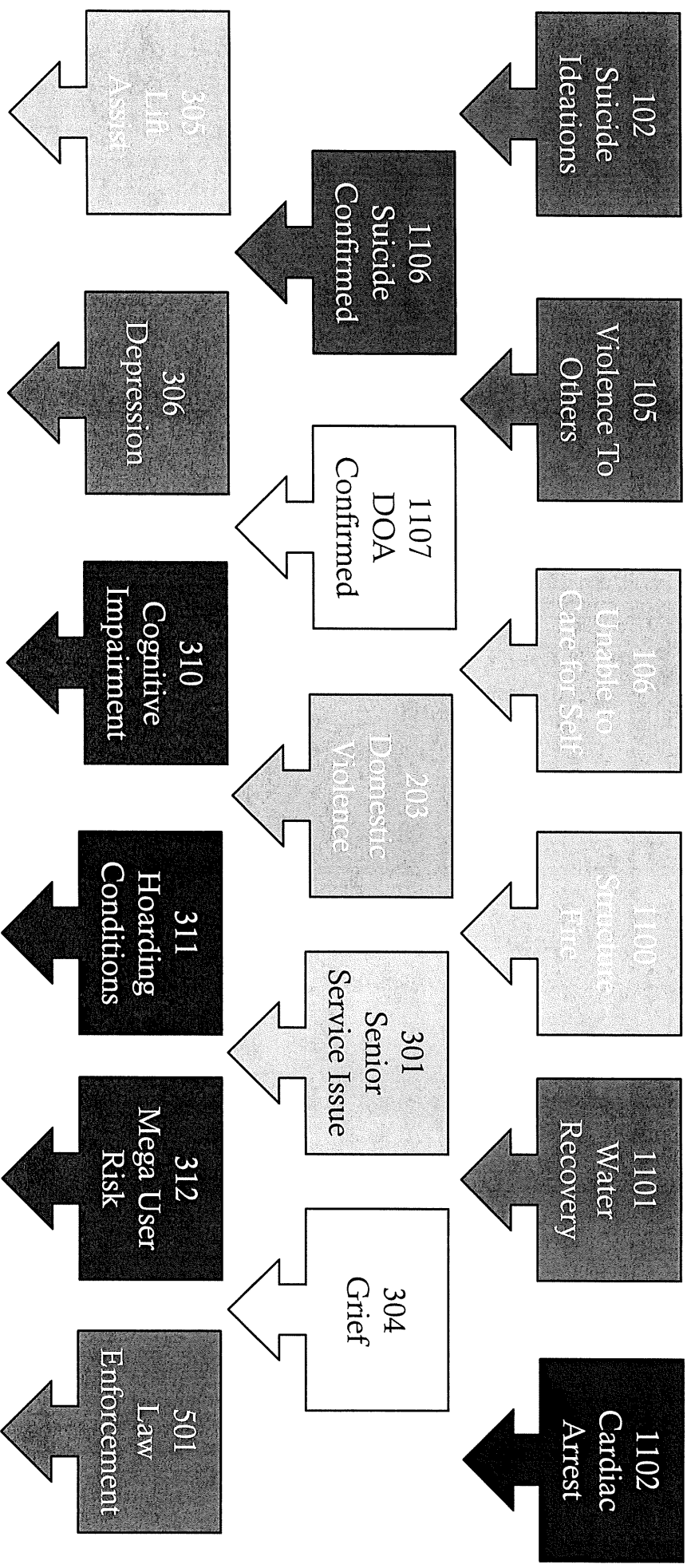
- ◊ Safety Survey and Services for seniors
 - ◊ Established a relationship with a local contractor to install grab bars at a discounted rate
 - ◊ Minooka cabinet shop is providing first round of grab bars and discount going forward with their vendor
 - ◊ Channahon/Minooka Rotary and the Minooka and Channahon Lions clubs are collectively working to support this initiative
- ◊ Crisis Communication training for crews
- ◊ Establishing a growing list of resources/clinicians for mental health needs
- ◊ Presented CSS program at Will County Fire Chief's meeting
- ◊ Presented CSS program at Illinois Fire Inspectors and Public Educators Conference

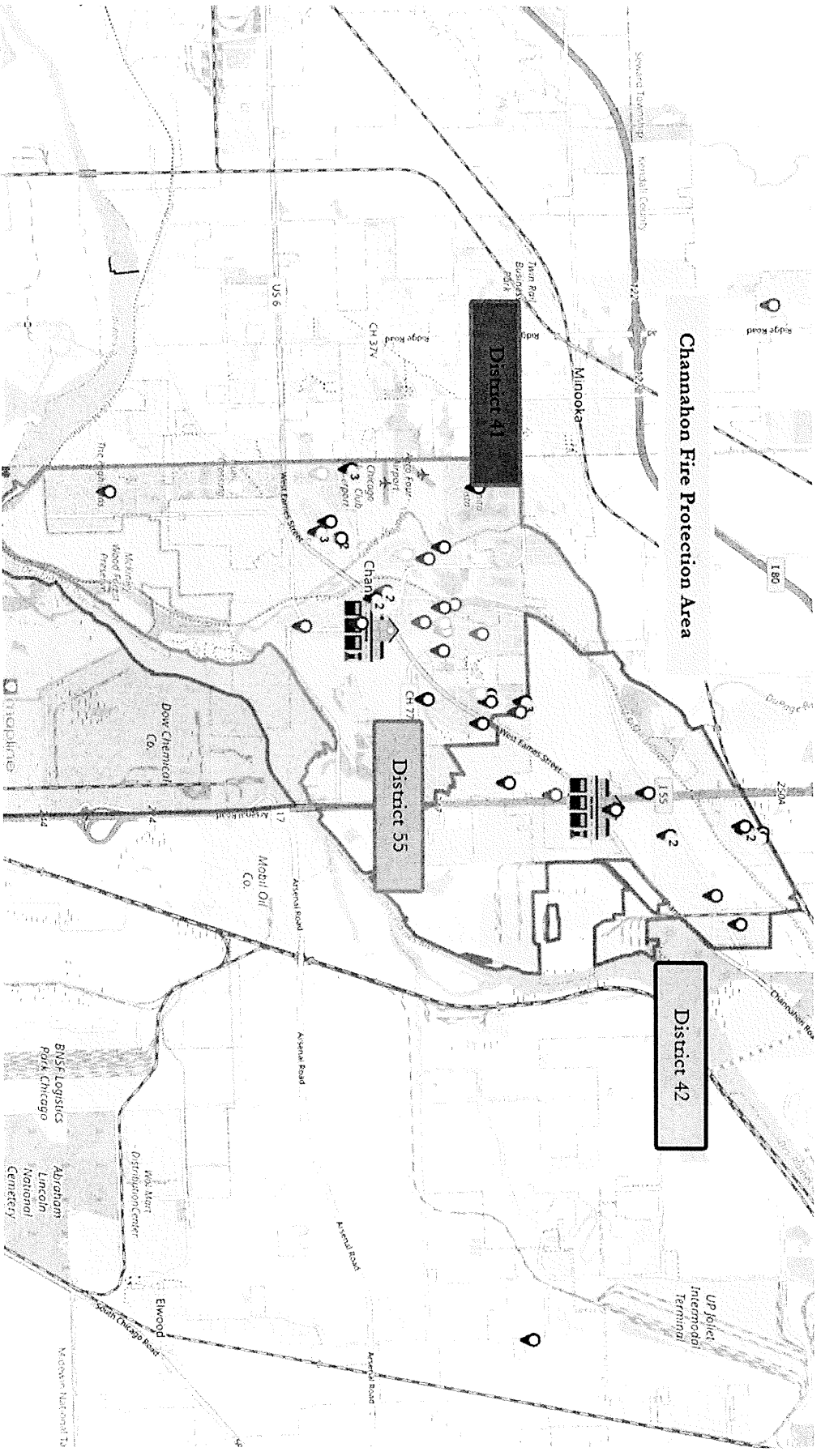
Referral/Case Volume

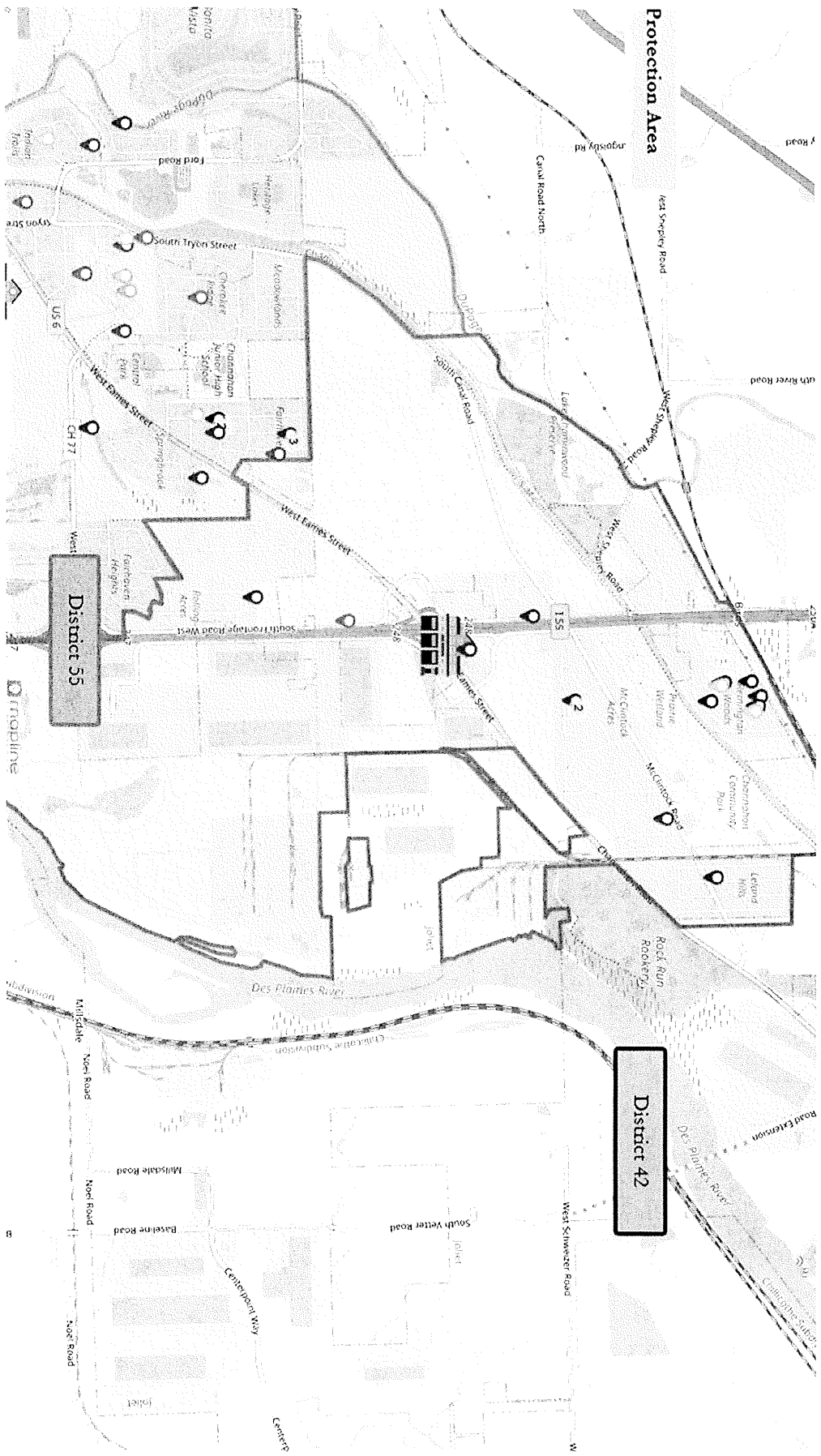
Reporting Period 6/1/25 – 5/31/25

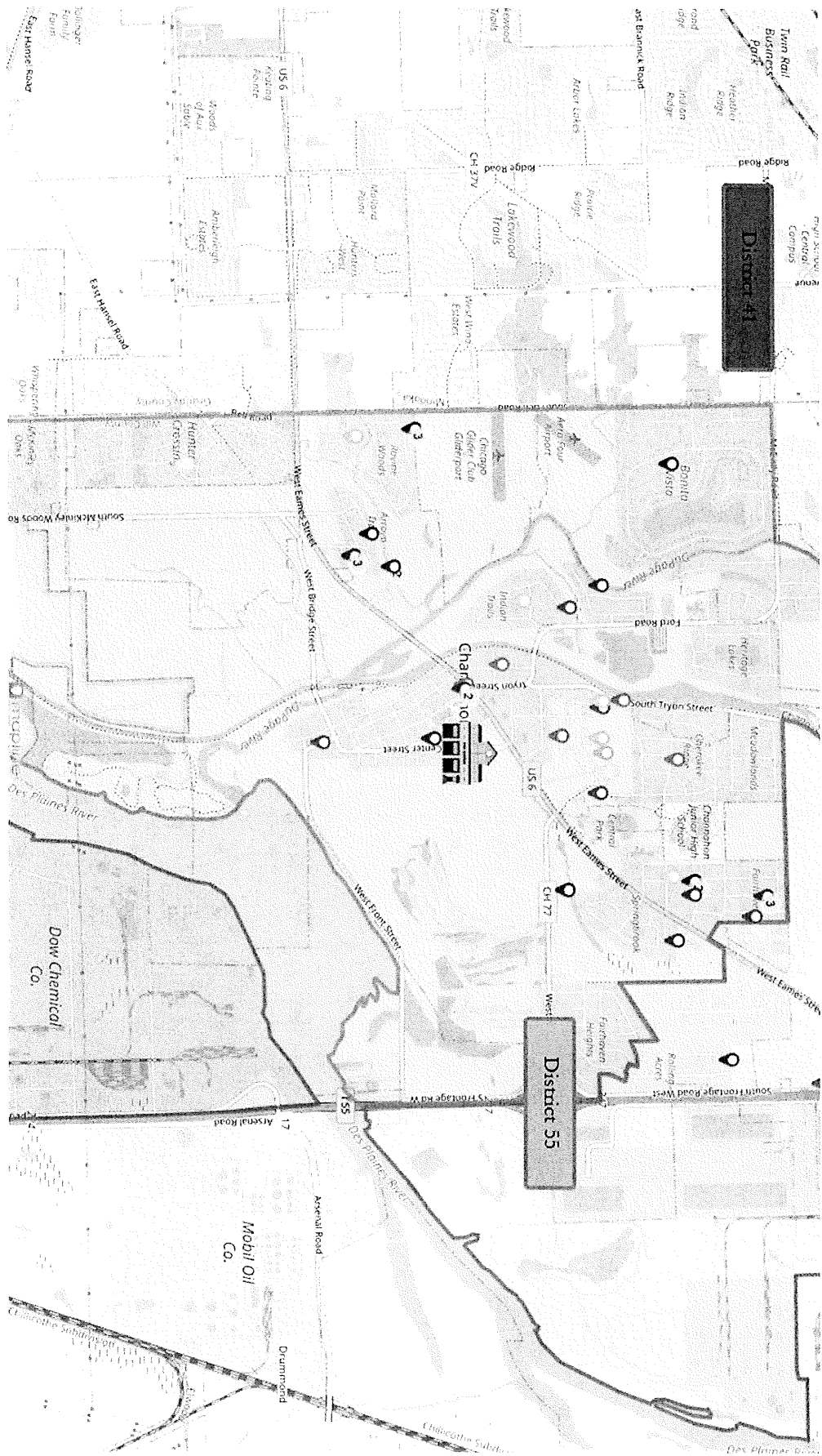
- ❖ Ambulance Calls – 1011
- ❖ AMLIFT/AMFALLS – 220 (21%)
- ❖ AMPSYCH/AMSUICIDE – 112 (11%)
- ❖ Total Calls - 1888
- ❖ Referrals (Duty Crews, Law Enforcement, and Outside Referrals) - 82
- ❖ Referred patients who refused services – 33 (40%)
- ❖ Referred patients who received assistance from the program – 49 (60%)

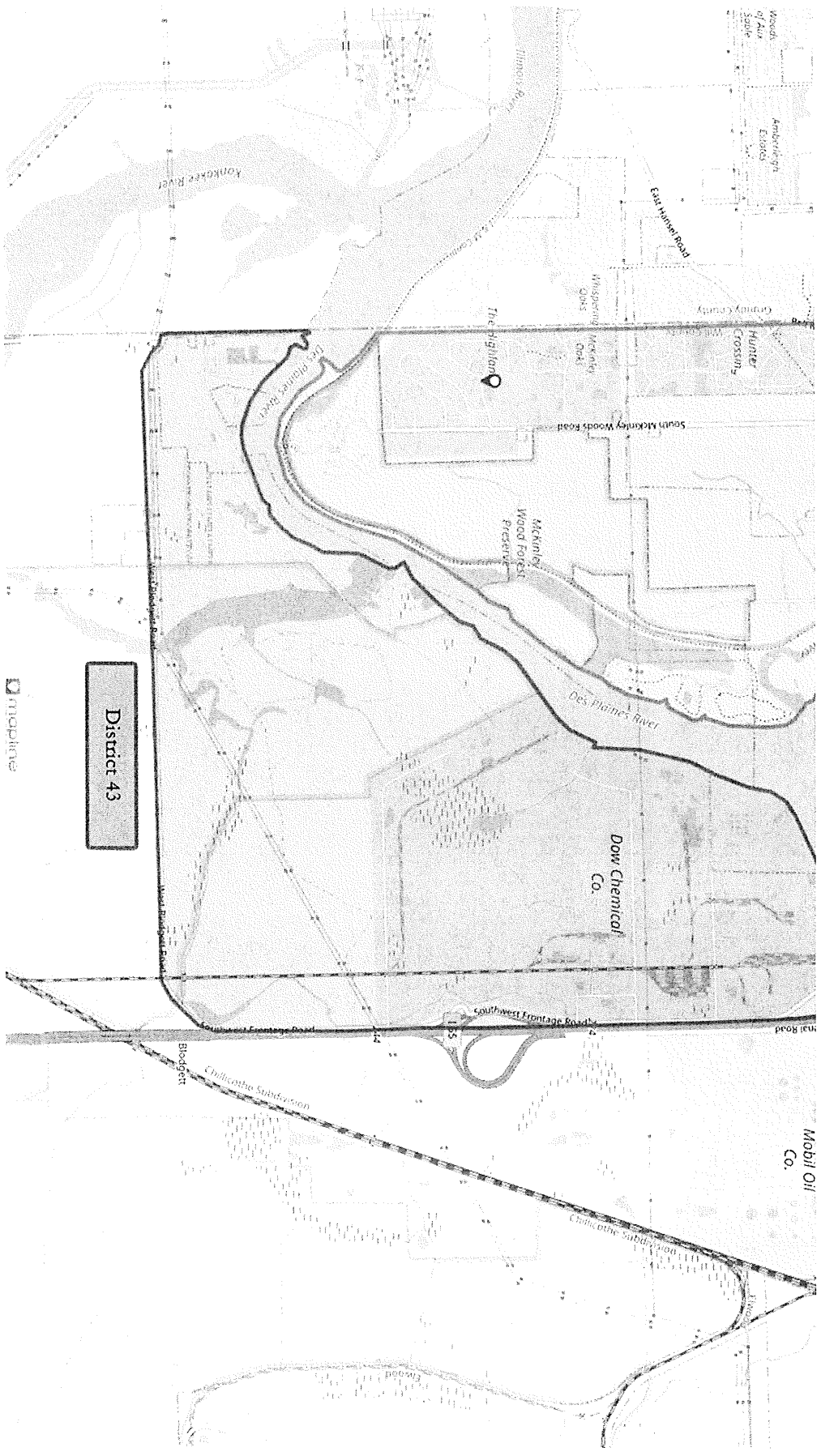
Coding/Colors for Maps











District 43

mtcplains

Success Stories

- ❖ Resident of St. Elizabeth lift assist/Mega User
- ❖ Resident with suicidal ideations
- ❖ Minooka Labor Day structure fire
- ❖ Suicide in Minooka

Where We Are at the One Year Mark

- ◊ Now the airplane is finished but needs regular preventative maintenance, and a fresh coat of paint now and then.
- ◊ We now have a qualified pilot and support crew who continues to receive training and continuing education.
- ◊ Our toolbox is filling up but well organized.

Where We Are at the One Year Mark

- ◊ The method for gathering and reporting data is in place, working well, and still being adjusted to retain quality data collection
- ◊ Our program model is gaining attention and have received inquiries to meet and share what and how we manage and facilitate our program
 - ◊ MABAS Division 15, Will County Fire Chief's, and even some discussion about presenting at regional and state seminars
- ◊ We continue to converse with the shifts to provide training, encouragement, and new tools encouraging the crews to continue to make referrals

Recommendations for Continued Success

- ◊ Continuation of the program
- ◊ Consideration of additional resources as needed as the program continues to grow and assist more residents of our community



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



Fire Safety and Life Educator Monthly Activities May 2024

Trainings/meetings	total students
5/7 Heart Saver CPR/AED for St. Ann's Church	11
5/8 Weather Seminar @ Shorewood Village Hall	
5/21 Heart Saver CPR/AED/First Aid class for Park District (Dillon assisted AM & PM) 8-12 & 1-5	28
5/29 Heart Saver CPR/AED St. Ann's Church (evening)	4
5/30 BLS HeartCode Blended learning class	2
5/31 HeartSaver CPR/AED/First Aid Park District	12
School Visits	
5/5 Galloway 2 nd grade	103
5/6 Galloway 1st grade	102
5/9 Kindergarten	100
Other	
5/8 Meeting with Mr. Urbanski about Risk Watch updates	
5/12 Matter of Balance Observation class. Manhattan	11
5/14 Matter of Balance Observation of me teaching class. Manhattan	11
5/15 Police and Firefighter Memorial in Morris	
5/16 Meeting at St. Elizabeth	18
5/19 Meeting with Christina Guise from AmSty. Picking up donation check.	

FAMILY ▪ TEAMWORK ▪ PRIDE ▪ COMMUNITY ▪ RESPONSIBILITY



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



Meetings	6/4 FLSE meeting 6/17 CPR Coordinator, Anthony Monfre
Pending Activities	6/2 Goldeneer's Meeting at St. Ann's Church 6/11 Open House! 6/16 SafeSitter Class 6/26 Cardinal Health Fire Extinguisher training with Cindy 6/29-7/5 Vacation
Other	6/18 Camp I Am Me Fun Fair volunteering 6/24 Child Passenger Safety Conference 8-5 Bloomington IL

Respectfully Submitted,

Sarah Fellows, Fire Life Safety Educator



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



Fire Prevention and Inspection Monthly Activities: May 2025

Inspection Summary	
Total Inspections	0
Re-Inspections	0
Violations referred to Village/County Building Code Official	0
Recorded Violations	
Life Safety	0
Fire Prevention Systems	0
Electrical	0
Miscellaneous Conditions	0

Field Activity	Total
Alarm System Malfunction - Trouble	3
Alarm System Malfunction - Supervisory	1
Out of Service – Fire Alarms	1 = Verdeco
Out of Service – Sprinkler Systems	

During the month of May 2025, Channahon Fire Inspections experienced a decrease in the number of inspections completed, primarily due to scheduling conflicts. While our team remains committed to public safety and fire prevention, various factors, including limited availability of staff and overlapping schedules, contributed to fewer inspections being conducted this month.

Respectfully Submitted,

Dillon Pierce



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, ILLINOIS 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Deputy Chief Report for May 2025

Vehicles

- ✦ 414 OOS with electrical/voltage issue. One bad battery. Replaced both batteries under warranty. Also completed the PM and inspection with LKPT EVT.
- ✦ Maintenance records updates throughout the month.
- ✦ Alexis EVT out for 424 door latch issue. Under warranty
- ✦ 411 PM and inspection completed.
- ✦ Correspondence with Vince on new engine spec. Pike pole cabinet will be 4" higher due to DEF tank size in the wheel well.
- ✦ Boat 498 to Harborside for recall for motor oil tank storage area.
- ✦ IDPH ambulance inspections completed.
- ✦ New E-Tools picked up from EMC and put in service.
- ✦ 421 PM and Inspection completed.
- ✦ Sorted out E-Tool battery updates for the new and existing tools.
- ✦ Ordered new mounting equipment for the E-Tools being moved to 421.
- ✦ 417 repairs. Tank to pump valve leak and seat belt alarm sensor.
- ✦ 448 tire repair sat Poms.
- ✦ Ambulance 424 PM and inspection. Also adjusted exhaust pipe to line up better with station exhaust system.

Monthly total = \$ 2,802.54

Year to date = \$ 20,789.81

Stations

- ✦ Station 1 lighting upgrade completed.
- ✦ Site visits to Station 2 to check landscape.
- ✦ (2) RTU repaired at Station 1 with economizer replacement. Also repaired fire alarm panel tie for duct detector in the training room.
- ✦ Fire Alarm system repairs completed per the annual inspection by Fox Valley.
- ✦ Contacted AT&T on raising the vault elevation in the rear of Station 2. No response.
- ✦ Celtic contract was cancelled due to them not calling back and not completing the agreed upon job.
- ✦ Worked on landscape area around the flagpole area and installed updated bricks.
- ✦ Follow-up on landscaper for station 1 clean up.
- ✦ Breathing air compressor quarterly air test completed.
- ✦ Neiderman contacted for repairs at Station 1.
- ✦ Plumber called for toilet repair in female bathroom off the training room.
- ✦ AirOne called for gauge repair on breathing air compressor.
- ✦ To Ace for supplies.



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, ILLINOIS 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Training/Professional Development

- ✦ Pension Training at IPFA Seminar in Addison.
- ✦ Attended Division 15 TRT confined space scenario in Plainfield.
- ✦ Attended live fire training with Elwood at Exxon Mobile.
- ✦ Scheduled pool training with the Park District lifeguards.
- ✦ Attended solar panel and electric vehicle emergencies seminar at Plainfield FD.

Meetings

- ✦ Monthly Board Meeting.
- ✦ Meeting with Chief, Trustees Caldwell and Gregory on DC job requirement and application process.
- ✦ Will County Fire Chiefs meeting.
- ✦ Meeting with Chief and St. Elizabeth residents on fire alarm and procedure questions.

Miscellaneous

- ✦ Swearing in for Patrick Hardin
- ✦ Took Hardin to Wescom for a tour and explanation of the dispatch center.
- ✦ First Due contract and pricing research.
- ✦ Image Trend Software Zoom to evaluate software and costs.
- ✦ Rock Valley Zoom on NFPA annual physicals.
- ✦ Updated hose load documents.
- ✦ Will County Fire Chiefs Agenda prepared for the May meeting.
- ✦ Prem Hazard updates given to FPB to review for accuracy and return to Wescom Supervisor Chuffo.
- ✦ Seniority list updates with the new hires.
- ✦ Vector subscription updates for renewal and adjustments with new software direction.
- ✦ Updated Communications SOG and sent out for shift personnel review.
- ✦ Sent out updated Interstate response for review.



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON, ILLINOIS 60410

PHONE: 815.467.6767 • FAX: 815.467.5081

www.channahonfire.com

Significant Calls

- ✦ Potential Haz Mat at Syrolutions with the ODORF call.
- ✦ Minooka ambulance incident.
- ✦ Water Rescue in Wilmington with a car overturned in the water. 424 made the rescue.

Total calls for May = 162

2025 Year-to-date = 791

Pending

- ✦ New hire for Gold Shift Vacancy.
- ✦ Run security wire for 2 cameras at Station 1.
- ✦ Pump Testing scheduled for June.
- ✦ Generator install: Transfer switch arrived. Planning for August/September timeframe for installation.
- ✦ Prep for software migration from FRMS.

*** End of Report ***

History (Cost Summary)

1/1/2025 - 5/31/2025

Innovative Maintenance Systems

\Channahon FPD\Station #1\Ambulance

Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
2020 FORD 550/Horton	\$1,437.11	\$1,815.31	\$1,931.63	\$1,320.79	\$3,376.09
Category Subtotal -	\$1,437.11	\$1,815.31	\$1,931.63	\$1,320.79	\$3,376.09

\Channahon FPD\Station #1\Breathing Air Compressor

Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
Station 1 MAKO	\$330.00	\$0.00	\$330.00	\$0.00	\$330.00
Category Subtotal -	\$330.00	\$0.00	\$330.00	\$0.00	\$330.00

\Channahon FPD\Station #1\Engines

Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
2004 Pierce Quantum	\$264.81	\$8,554.72	\$1,680.00	\$7,139.53	\$8,957.39
2021 Pierce Enforcer	\$501.78	\$51.67	\$0.00	\$553.45	\$553.45
Category Subtotal -	\$766.59	\$8,606.39	\$1,680.00	\$7,692.98	\$9,510.84

\Channahon FPD\Station #1\Generator

Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
Station 1 - Generac	\$1,386.55	\$0.00	\$1,258.05	\$128.50	\$1,460.58
Category Subtotal -	\$1,386.55	\$0.00	\$1,258.05	\$128.50	\$1,460.58

\Channahon FPD\Station #1\Staff Cars

Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
2013 Ford Explorer 448	\$295.24	\$326.69	\$354.60	\$267.33	\$647.51
2023 Ford Explorer 401	\$29.95	\$37.25	(\$6.85)	\$74.05	\$71.19

2023 Ford Explorer 402	\$29.95	\$37.25	(\$6.85)	\$74.05	\$71.19
Category Subtotal -	\$355.14	\$401.19	\$340.90	\$415.43	\$789.89
\Channahon FPD\Station #1\Tender					
Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
417 2014 Kenworth T800	\$0.00	\$1,282.96	\$80.00	\$1,202.96	\$1,282.96
Category Subtotal -	\$0.00	\$1,282.96	\$80.00	\$1,202.96	\$1,282.96
\Channahon FPD\Station #1\Utility					
Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
418 2001 Ford F-250	\$154.34	\$328.23	\$257.49	\$225.08	\$495.47
488 Kubota	\$435.70	\$0.00	\$356.40	\$79.30	\$460.65
UT-8 496 - 2023 Ford F59	\$0.00	\$133.00	\$0.00	\$133.00	\$133.00
UT-9 Tri-Toon - 2021 Genesis MBPT22-2	\$0.00	\$408.98	\$0.00	\$408.98	\$408.98
Category Subtotal -	\$590.04	\$870.21	\$613.89	\$846.36	\$1,498.10
\Channahon FPD\Station #2\Ambulance					
Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
2016 Ford 550/Horton	\$455.75	\$592.08	\$806.25	\$241.58	\$1,111.81
AM-5 - 2023 Ford F550	\$289.58	\$514.17	\$665.00	\$138.75	\$842.57
Category Subtotal -	\$745.33	\$1,106.25	\$1,471.25	\$380.33	\$1,954.38
\Channahon FPD\Station #2\Engines					
Equipment	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
2012 Pierce Quantum	\$209.59	\$328.28	\$0.00	\$537.87	\$586.97
Category Subtotal -	\$209.59	\$328.28	\$0.00	\$537.87	\$586.97

**Channahon FPD\Station #2\Generator
Equipment**

	PM Cost	Repair Cost	Labor Cost	Parts Cost	Total Cost
Station 2 Generator - 2024 Cummins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Category Subtotal -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals:	\$5,820.35	\$14,410.59	\$7,705.72	\$12,525.22	\$20,789.81

2021 Pierce Enforcer

2021 Pierce Enforcer

Unit #: ENG-4 Serial #: 4P1BAFF4MA023991
 Tag #: Job #: 36337
 Mileage 22,403

Date	Mileage	Notes	Vendor	Total Cost
5/8/2025	22,403	Bi-annual PM, Inspections, and repairs. Engine oil and filter changed, trans, pump drive, and differential fluid checked. EXhaust repaired. Passesenger side tank level light replaced, under warrenty. Chassis inspection and lubed. Tires and brakes checked. Steer tires to be replaced the next PM.		\$553.45
Maintenance Performed				Cost
PM & Inspection				\$501.78
Punch List				\$0.00
CIT and Napa parts				\$51.67
Total:				\$553.45
Total:			\$553.45	\$553.45

\Channahon FPD\Station #1\Staff Cars**2013 Ford Explorer 448**

2013 Ford Explorer

Unit #: ADM-2 Serial #: 1FM5K8AR2DGB90436
 Tag #: Mileage 124,027

Date	Mileage	Notes	Vendor	Total Cost
5/20/2025	124,027	Tire repair.	Pomp's Tire	\$37.10
Maintenance Performed				Cost
Tire				\$35.00
Total:				\$35.00
Total:			\$37.10	\$37.10

\Channahon FPD\Station #1\Utility**UT-9 Tri-Toon - 2021 Genesis MBPT22-2**

2021 Genesis MBPT22-2

Unit #: UT-9 Tri-Toon Serial #: 7M7MB2224M1027727
 Tag #: 0

Date	Mileage	Notes	Vendor	Total Cost
5/7/2025	0	Harborside Marina notified us of a recall regarding water drainage for the compartment that holds the oil tank resevoir. The boat was taken to the Marina and the update was completed per the manufacturer recommendations. Under warrenty. No charge.		\$0.00
Maintenance Performed				Cost
Manufacturer Recall				\$0.00
Total:				\$0.00
5/8/2025	0	New batteries installed. One tested Napa Channahon bad. Repalced both. Parts only.		\$275.98
Maintenance Performed				Cost
Batteries				\$275.98
Total:				\$275.98

Total:		\$275.98	\$275.98
--------	--	----------	----------

\Channahon FPD\Station #2\Ambulance

AM-5 - 2023 Ford F550

2023 Ford F550

Unit #:	AM-5	Serial #:	1FDUF5HNXPDA17996
Tag #:	3,870		

Date		Notes	Vendor	Total Cost
5/1/2025	3,029	Passenger side rear door is not closing properly. Found nader pin loose. EVT repaired with lock tit. Also checked and applied lock tite to all nader pins, and lubricated all door latch mechanisms. Under warrenty.		\$0.00
Maintenance Performed				Cost
Door repair				\$0.00
Total:				\$0.00
5/29/2025	3,870	PM Service. Also adjusted exhaust Lockport FPD pipe to better fit the Neiderman collector.		\$0.00
Maintenance Performed				Cost
Inspection				\$0.00
PM				\$0.00
Total:				\$0.00

Total:		\$0.00	\$0.00
--------	--	--------	--------

\Channahon FPD\Station #2\Engines

2012 Pierce Quantum

2012 Pierce Quantum

Unit #:	ENG-3	Serial #:	4P1CU01D7CA012705
Tag #:	N/A	Job #	25218
Mileage	82,943		

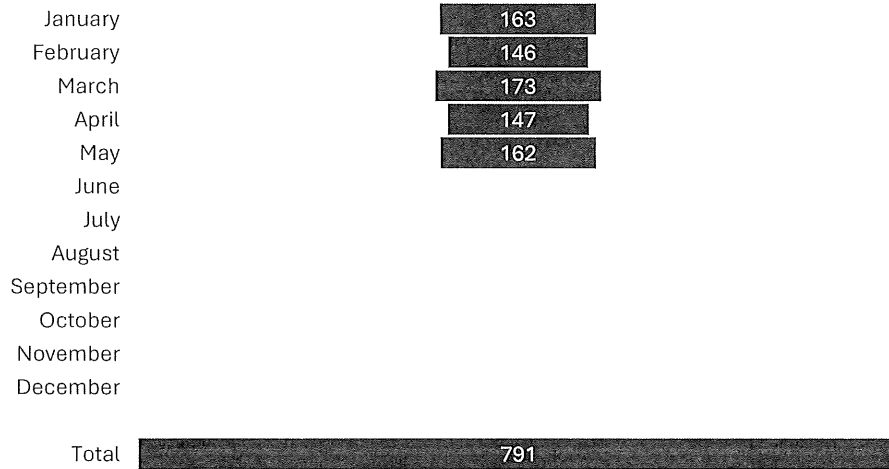
Date	Mileage	Notes	Vendor	Total Cost
5/14/2025	82,943	PM and Inspection. CIT for filters.		\$396.10
Maintenance Performed				Cost
Inspection				\$0.00
PM Service				\$209.59
MacQueen parts				\$186.51
Total:				\$396.10

Total:		\$396.10	\$396.10
--------	--	----------	----------

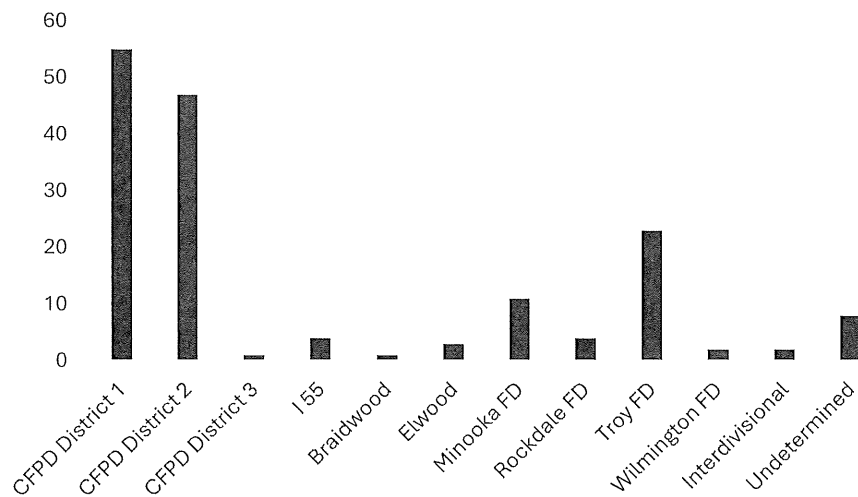
Grand Total:			\$2,802.54
--------------	--	--	------------

January 1, 2025 through April 30, 2025

Total Incidents by Month 2025



Incident by District May 2025





CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



May 31, 2025

To: Board of Trustees

From: John Petrakis, Fire Chief

RE: Monthly Chief Activity Report

The following items summarize my appointments, assignments, and completions for this month:

- Station 2 Updates
 - The indemnification agreement for the erosion control liabilities has been signed by RC Wegman. The agreement will require Board acceptance and signature to fully execute the agreement.
 - DC Toepper has arranged for the poles to be removed along the west border of the Station 2 parcel and is working to correct the AT&T vault issue
 - The staff parking lot seal coat is pending, waiting for more favorable weather conditions to apply the seal coat
 - FGMA notified me and shared the station design is being considered for several American Institute of Architects awards and honors
- New Full-Time Candidate Eligibility Process 2025_1
 - Patrick Hardin reported on his first tour of duty on May 12 at 7:00 AM.
- Eligibility Process 2025_3
 - Three applicants challenged the eligibility examination and all passed. Two sat for the examination; one withdrew their name the day before their interview. Interviews were conducted on May 21. Both candidates' backgrounds are underway.
- Eligibility Process 2025_4
 - Another eligibility process was posted on May 27. The next examination is scheduled for July 9. Interviews are scheduled for July 16.
- Grant Applications
 - Currently awaiting the announcements for the Office of the State Fire Marshal Infrastructure Grant, Community Support Grant, and 86th District Capital Projects Funding Request.
 - We were denied the application through Ameren
 - Collectively working with Sarah and Lu on preparation for FEMA Fire Prevention and Safety Grant.
 - We are also preparing the application for the SAFER Grant (staffing grant)
- Fire Prevention
 - Currently working through a large volume of re-inspections generated from initial inspections.
- Candidate Program
 - The first candidate group has been selected by FF/Medic Matt Bowles. A total of 12 candidates were selected out of the 24 applicants received. Our candidate program will begin on June 2 at 6 PM. They will undergo orientation, review expectations, be issued their training manuals, and receive their uniforms the evening of June 2.
- ISO Retrograde
 - First quarter metrics were submitted and are currently under review by our Regional Field Analyst. I was not given a timeline on the return of their review.

FAMILY • TEAMWORK • PRIDE • COMMUNITY • RESPONSIBILITY



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET
CHANNAHON IL 60410

815-467-6767
FAX: 815-467-5081



- New Firefighter Medical Evaluation
 - Working with Rock Valey Physical Therapy to move our annual medical evaluations with their company. Rock Valley is a mobile occupational wellness company we have been exploring in conjunction with Joliet Fire Department. We would still retain Morris Hospital as our occupational clinic for injuries sustained on duty or fit for duty approvals. It is our intention to share an overview of the program, associated costs, and benefits to our staff at the June meeting.
- Community Support Program
 - We will have the annual review ready for the June Board Meeting to share the progress of the program.
- Fire Incident Reporting Software
 - We have selected new fire incident reporting software after evaluating both Image Trend and First Due. We opted to adopt First Due as our new incident reporting and data collection software. The First Due platform offered many of the same options we are accustomed to using the current FRMS. In addition, First Due is user-friendly option. It also has some new features we have not had in the past, particularly a reliable fire inspection software platform. The pricing was also more favorable for the District.
- Deputy Chief Toepper
 - DC Toepper has accepted his employment offer with Elwood Fire Protection District.
 - His last day is July 18.
- Deputy Chief Vacancy
 - The application packet for the Deputy Chief process has been posted on our website, social media, and state fire service organizations to share. I did send the board a timeline as reference and what to expect over the course of the next few weeks.
- Fire Department 75th Anniversary
 - This July 28th the fire department will celebrate 75 years of service to Channahon. One of our firefighters, Brennan Dircks, who is very savvy with Photoshop designed an outstanding logo to commemorate the anniversary. I would propose customizing commemorative items for staff and share this outstanding milestone with the community.



FAMILY • TEAMWORK • PRIDE • COMMUNITY • RESPONSIBILITY



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



- Pending Action Items for Board Approval (Subject to change)
 - Old Business
 - Discuss and approve the purchase of 6 new PC workstations and 2 laptops; \$11,509.58
 - Replace PCs: Executive Support, Fire Chief, Deputy Chief, Captain, Life Safety Educator, Community Support, and Training Room
 - Replace laptops: Executive Support and Administrative Laptop (Digital Combustion Program and Fit Testing Software)
 - The purchase is a budgeted item under 001-302 Station System Expenses
 - New Business
 - Discuss and approve an agreement with Rock Valley Physical Therapy to perform annual wellness examinations on fire suppression staff
 - Discuss and approve amendments to the Channahon Fire Protection District's Administrative Policy Manual (First Read)

Miscellaneous Events/Activities

- Administrative Staff Meetings
- Meeting with Deputy Chief Friddle and Deputy Chief Reynolds regarding MABAS 15 administrative business
- Emergency Communications Meeting with Minooka Fire, Channahon PD, and Village Officials
- Community Support Services Meeting with Luanne and Sarah
- Meetings with sale representatives from First Due and Image Trend
- Meeting with Chief of Police Adam Bogart
- Community Support Services review with Beecher Fire
- Foreign Fire Board Meeting
- Meeting with Chief Yancey
- Teams meeting with DC Toepper and Lori Stratton, Rock Valley Health
- Deputy Chief Recruitment Work Session with Trustee Caldwell, Trustee Gregory, and DC Toepper
- Meeting with Luanne and Cris Gutierrez, Twin Pines Roofing and Constructions; Resource for assisting seniors with the installation of grab bars and/or access ramps
- Firefighter Eligibility Examination
- Special Meeting of the Board of Trustees
- Special Meeting of the Fire Commissioners
- Exxon Mobil Grant Award Meeting
- Assisted Luanne with a support services referral
- Fire prevention and safety grant preparation meeting with Sarah and Luanne
- Open House Planning



CHANNAHON FIRE PROTECTION DISTRICT

24929 S. CENTER STREET

CHANNAHON IL 60410

815-467-6767

FAX: 815-467-5081



Pending

- Assist Luanne and Sarah – St. Ann's Goldeneers Community
- ISO Retrograde Performance Plan – 2nd Quarter
- Deputy Fire Chief Position Vacancy
- Fire Prevention Position Vacancy
- Firefighter Examination and Interviews
- Board of Fire Commissioner Manual Revisions
- Administrative Guideline Compositions
- Strategic Plan Revision and Updates
- Succession Plan Revision and Updates
- Grant Application Opportunities (ongoing)
- Fire Incident Reporting & Fire Inspection Software Migration Project