

Minutes of the West Dundee
Police and Fire Commission meeting held
Wednesday, February 9, 2011

Meeting Called to order at 7:06 p.m.

1. Roll call.

Present; Fred Kleeburg, Jeff Mack, Jeff Golden
Also present, WDFD Chief Buhrmann

2. Approval of Minutes

The minutes of the previous meeting held December 20, 2010 were read for approval. Jeff Mack moved to approve the minutes as presented, Jeff Golden seconded. Motion passed.

3. Bills.

A. Blue line invoice #18219 for internet ad in the amount of \$496.00. Jeff Mack moved to approve this payment, Jeff Golden seconded. Motion passed. Rutland Dundee Fire Protection District has agreed to pay half of this cost. Chief Buhrmann will forward a copy of the invoice to the RDFPD Board of Trustees.

4. Old Business.

Fire Department eligibility testing process

A. The contract from FIRE Personnel Testing Services for the orientation was reviewed, \$200.00 for the orientation with a \$795.00 minimum. Jeff Mack moved to approve the contract and payment, Jeff Golden seconded. Motion passed. Fred Kleeburg will forward the invoice to Village Hall for payment.

B. Applications report. West Dundee had 53 apps out of which 5 were not returned and RD had 23 apps out of which 2 were not returned for a total for a total of 69 applications combined.

C. An updated time line sheet was presented and discussed.

D. An updated fact sheet was presented for review and discussion. Changes were made to reflect added language "full application packet due" for candidates invited to participate in oral interviews. Chief Buhrmann will obtain POC preference language from RD for further addition and clarification.

E. Oral interview questions- RD will supply a copy of their previous questions for review. We will attempt to meet on March 5, 2011 at 9:00 a.m. to discuss which questions will be used and the scoring format to be applied, as well as scheduling the dates for the interviews.

5. Adjournment.

Jeff Mack moved to adjourn at 7:50 p.m., Jeff Golden seconded. Motion passed. Next meeting is scheduled for March 5, 2011 at 9:00 am at WDPSB #2.

Submitted,

Approved,

Frederick V. Kleeburg
Secretary

Jeffrey J. Mack
Chairman