

**MINUTES OF THE BRAIDWOOD FIRE PROTECTION DISTRICT
DECENNIAL COMMITTEE MEETING HELD ON
March 19, 2024, AT 9:30 A.M. AT
275 W. MAIN ST., BRAIDWOOD, IL**

I. CALL TO ORDER:

Bill Ritze, acted as Chairman, called the meeting to order at 10:10 a.m.

II. ROLL CALL:

Present for the meeting were Trustee Bill Ritze, Trustee Mike Dillon, Trustee Charlie Boyd, Fire Chief Chris Jude, Resident Teri Post, Resident Mike Tenerelli and Executive Assistant Kristin Wexell.

III. APPROVAL OF PREVIOUS MEETING MINUTES (OCTOBER 17, 2023):

The Chairman asked if there were any additions or corrections to the Decennial Committee Meeting Minutes from the meeting held on, October 17, 2023, as distributed.

Mike Dillon moved to approve the minutes, as presented. Bill Ritze seconded said motion. The Chairman conducted a vote and announced that the motion unanimously passed.

IV. PUBLIC COMMENT

None

V. COMPLIANCE ITEMS:

Chief Jude reviewed that the Fire District Compliance with the varying standards and requirements for the Fire District:

- OSHA reporting are and postings are done annually by the deadline and uploaded to their portal as required. OSHA did a field visit in April of 2021, which went smoothly. They did a tour of the bay floor and maintenance areas. The inspector was pleased with cleanliness and safety of our floor and equipment operations. It was requested that a protective guard on the maintenance room grinder be installed, which was rectified. Only a few signage recommendations were made at the time of the survey and the kitchen was equipped with a first aid kit. They then reviewed the historical records for the annual injury reporting and posting, which were found to be in order
- Braidwood Fire District has policies in place to ensure that all employees are informed and adhere to the compliance requirements. Decennial Committee will meet three times to review and make sure that the Fire District is working to be accountable and efficient to the public. In the first meeting, today, the Committee will cover administrative items. In the second meeting the Committee will cover compliance items, and in the third meeting operational items will be reviewed and discussed. The Committee has 18 months from May 31, 2023 to complete the review and submit the report.
- Braidwood Fire Protection District requires and maintains records and requires trainings and certifications to remain in compliance in equipment and apparatus (ie. Forklift, scissor lift, etc.) These requirements are outlined in the Policy Manual.
- NFIRS reporting and requirements for maintaining eligibility for government grants are completed on regular monthly basis and are kept current.
- Target Solutions is used for the shift to complete regularly scheduled inspection and inventories for apparatus and supplies. This is also the platform used for employees to take training and record initial training at the time of hire and annual employee re-training logs for Bloodborne Pathogens, Harassment, etc. The annual training calendar is accessible to all employees through Target Solutions, and is reviewed and updated monthly.
- ISO survey was completed in 2017, at which time our ISO rating decreased from a 4 to a 3. ISO will notify us when it is time to schedule the re-evaluation for the whole District (including Custer Park FPD territory).

VI. SURVEY OF RESIDENTS IN ATTENDANCE:

Committee resident Teri Post expressed that she appreciates the Fire Districts community involvement through Public Events, as well as keeping the residents informed with agency related updates through social media.

VII. OTHER BUSINESS:

Compliance Items will be covered in the next Decennial Meeting.

VIII. ADJOURNMENT:

The Chairman then stated that the next regular meeting will be held on October 15, 2024, at 9:30 A.M. at the Braidwood Fire Station 1.

Upon motion duly made and seconded the meeting was adjourned.