

**SUGAR GROVE FIRE PROTECTION DISTRICT  
SPECIAL TRUSTEE'S MEETING  
OPEN MINUTES**

**DATE:** November 3, 2021  
**TIME:** 5:30 pm  
**PLACE:** Sugar Grove Fire Station/ Virtual Meeting, Meeting ID 526 808 3071

**Board of Trustees:** Mike Fagel – President  
Tim Cicero – Secretary  
Nicole Lamela – Treasurer  
David Blankenship – Trustee  
John Guddendorf, Jr. – Trustee  
**Guests:** Chief Perkins

**Call to Order**

**Roll call** – Trustees present at Station – Guddendorf, Blankenship, Fagel  
Trustees via zoom Cicero, Lamela

**Public to Address the Board** – Nothing heard

**Old Business**

**Discussion of and Possible Action on Review from Outside Consultant of Fire District after 6 Months, to Gain a Base for The Future and Forward Movement of The Fire District** – Trustee Fagel gave Don Markowski the floor...

**Presentation from Outside Consultants** – Chief Don Markowski from the Illinois Fire Chiefs (IFCA) introduced himself and Steve Rivero via zoom. Don Markowski stated that Steve Rivero and his group will be involved in the community risk assessment and Don Markowski and his group will do the consulting part. The Trustees all had a proposal from the IFCA. There was discussion on if the IFCA follows the Local Government Professional Services Law and how they were contacted for the proposal. IFCA's proposal outlines all the services they provide, but for this meeting they toned in on two of the ones they were under the impression the district wanted to see, which were the strategic planning and development of a community risk analysis. It was requested that all the services are touched on. Don Markowski presented his strategic plan which included a power point presentation. After Don Markowski's presentation Steve Rivero presented his community risk analysis, which also included a power point presentation.

**Q&A's...**

\*Q Trustee Lamela - Start to finish time to produce report: \*A About 3-4 months.

\*Q Trustee Cicero - Do you look at the culture of a fire district, seeing the way we do things now, and asking if it is working or not; \*A Yes – if it isn't broke, don't fix it, but they will still try to compare it to national standards and best practices, that's not to say what is being done now doesn't work, it's just to know what the best practice for something is.

\*Q Trustee Lamela - Do you let us know what you think we should be looking at as far as priorities – what we should look at to be more efficient, or make the most of the staffing we have, etc. – do you give your opinion on these types of things; \*A Yes – in most reports there is a section labeled Priority, with #1 being life threatening/illegal, #2- what would be best done in the next year, #3- should be done sooner than later, all the way to #5 this is informational only – it is up to the district to decide what their priority is, what IFCA thinks is #2 the district may think is #4. If there is anything that impacts operation performance as far as setting priorities, they can do a predictive model, that shows what the outcome will look like.

\*Q Trustee Cicero - If you find something life threatening or illegal, do you let us know right away, or do we wait to hear about it when the report comes out; \*A Very rarely is there a priority #1 – but certain priority #1's would be immediately addressed.

\*Q Trustee Fagel - NFPA 1710 and 1720 – do you only look at those two or do you look at the whole gamut; \*A In the strategic plan it is what the district brings up – if someone says staffing or response times are an issue, then it is brought up, but if it's not an issue, it may just be noted. Do not adopt 1710 or 1720, it can be very costly, just use them as a guideline/benchmark, once adopted it can be problematic down the road.

\*Q Trustee Cicero - Do you see fire districts do this or revisit it once every 5 or 10 years; \*A Absolutely - they get asked to do updates.

Chief Markowski thanked the Board for the opportunity to present this tonight.

No closed session.

**ANY OTHER MATTERS THAT MAY LAWFULLY COME BEFORE THE BOARD- None**

It was motioned by Blankenship and seconded by Lamela to adjourn at 6:34pm.

All in favor – Meeting Adjourned

Respectfully submitted,

  
Timothy Cicero, Secretary