

Board of Trustees:

President Beth Damas Kaspar

Secretary DJ Jeffers

Treasurer Bridget Tolan

Trustee Angela Greenfield

Trustee Tina Zekich

Fire Chief:

Kevin Doyle



# Orland Fire Protection District

Administration Center

9790 West 151st Street • Orland Park, IL 60462

708/349-0074 • Fax 708/349-0354

www.orlandfire.org



ISO Class 1



Internationally Accredited Agency



# APPROVED

12-16-25

## BOARD OF TRUSTEES

### REGULAR MEETING

TUESDAY, NOVEMBER 18, 2025 - 5:00 PM

<p>Attorney Steigauf stated that due to the absence of President Kaspar, there needs to be a motion to appoint a President Pro Tem.</p> <p>Trustee Tolan made a motion to appoint Trustee Jeffers as President Pro Tem and it was seconded by Trustee Zekich. Motion carried.</p> <p><b>Ayes:</b> Trustees Tolan, Zekich, Jeffers  <b>Nays:</b> None  <b>Absent:</b> Trustees Greenfield, Kaspar</p> <p>The Regular meeting of November 18, 2025 opened at 5:03 p.m. The following Trustees were present at roll call:</p> <p><b>PRESENT:</b> Trustees Jeffers, Tolan, Zekich  <b>ABSENT:</b> Trustees Greenfield, Kaspar</p> <p><b>OTHERS PRESENT:</b> Fire Chief Kevin Doyle, HR Director Alice Stevenson, James Howard - Finance, Attorney Megan Steigauf and Recording Secretary Gerry Strunka.</p>	<p><b>OPENING MEETING</b></p> <p><b>ROLL CALL</b></p>
<p>There were no public comments.</p> <p>A motion to approve the Regular Meeting Minutes of October 28, 2025, was made by Trustee Tolan and seconded by Trustee Zekich. Motion carried.</p> <p><b>Ayes:</b> Trustees Tolan, Zekich, Jeffers  <b>Nays:</b> None  <b>Absent:</b> Trustees Greenfield, Kaspar</p> <p>A motion to approve the Special Meeting Minutes of November 5, 2025 was made by Trustee Tolan and seconded by Trustee Zekich. Motion carried.</p> <p><b>Ayes:</b> Trustees Tolan, Zekich, Jeffers  <b>Nays:</b> None  <b>Absent:</b> Trustees Greenfield, Kaspar</p>	<p><b>PUBLIC COMMENTS</b></p> <p><b>APPROVAL OF MINUTES</b></p>

James Howard gave a detailed Finance update	<b>FINANCE REPORT</b>
HR Director Alice Stevenson gave an HR update	<b>HUMAN RESOURCES</b>
No report at this time.	<b>COMMUNICATIONS</b>
No report at this time.	<b>LOCAL 2754</b>
No report at this time.	<b>LOCAL 134</b>
No report at this time.	<b>COMMUNICATIONS TO/FROM THE BOARD</b>
<p><b>General</b></p> <ol style="list-style-type: none"> <li>DC Purtil and I attended a dinner at the Prayer Center &amp; Mosque on Thursday 11/13. Two and a half hours between a tour of the mosque and dinner. 160 people were in attendance from the Village of OP, Village of TP, every represented school district, Orland Township, MVCC, and others.</li> <li>Received our annual grant from Il. American Water for \$1,000.</li> </ol> <p><b>Meetings/Events</b></p> <ol style="list-style-type: none"> <li>Attended numerous meetings with administrative staff &amp; division heads.</li> <li>DC Purtil and I met with Orland Hills Police Chief, Deputy Chief, and Asst. Village Manager. Very productive meeting</li> <li>Firefighter written exam took place on 11/15. Again, thanks to HR Director Stevenson for coordinating and attending.</li> </ol> <p><b>Other Information</b></p> <ol style="list-style-type: none"> <li>New dispatcher has been hired pending his successful background check. His start date is November 18<sup>th</sup>.</li> <li>Our CAD company, Central Square is on-site for two days to fix numerous on-going issues. So far, they have resolved many important issues. Thanks to Des for her hard work and tenacity in getting Central Square here.</li> </ol>	<b>CHIEF'S REPORT</b>
There was no Old Business.	<b>OLD BUSINESS</b>
<p>President Pro Tem Jeffers stated that we are going to hold on Item J, and asked for a Motion to put Items A-I, and K, L on a Consent Agenda:</p> <ol style="list-style-type: none"> <li>Approval of the Treasurer's Report in the amount of \$1,805,515;</li> <li>RFBA 25-92 Approval to renew ArcGIS annual subscription for communications and continuity of operations (\$6,710);</li> <li>RFBA 25-93 Approval to purchase rope rescue equipment (not to exceed \$9,000 – reimbursable CCG);</li> <li>RFBA 25-94 Approval of Liberty Mutual Premium for property and casualty insurance (4% increase (\$63,699 but receiving a safety grant from IPRF in the amount of \$61,792, leaving a net increase of \$1,907);</li> <li>RFBA 25-95 Approval of renewal of Pediatric Emergency Standards, Inc. for the Handtevy mobile software for EMS (\$5,892);</li> <li>RFBA 25-96 Approval for the purchase of 30 Motorola portable radios to</li> </ol>	<b>NEW BUSINESS</b>

- replace old/outdated radios for training use for UASI funded courses and management at the Training Facility (\$246,228 – reimbursable by CCG);
- G. RFBA 25-97 Approval for the purchase of 10 Dell computers/monitors/keyboards and Microsoft Office and Home software to upgrade the computers at the Training Facility (\$11,455 – reimbursable CCG);
- H. RFBA 25-98 Approval of the purchase of a radiation detector and 1 year warranty utilized for Hazardous Materials and Confined Space training (\$9,720 – reimbursable CCG);
- I. RFBA 25-99 Approval for the purchase of 5 Atlas training simulators for emergency medical training scenarios (\$40,020 – reimbursable CCG);
- K. RFBA 25-101 Approval to renew Cohesity M365 Backup (\$8,990 for 250 users);
- L. RFBA 25-102 Approval for the Training Division to purchase Milwaukee M18 and M28 batteries (\$11,000 - reimbursable CCG).

Trustee Tolan made a motion and it was seconded by Trustee Zekich. Motion carried.

**Ayes:** Trustees Tolan, Zekich, Jeffers  
**Nays:** None  
**Absent:** Trustees Greenfield, Kaspar

President Pro Tem Jeffers asked if there was a motion to appoint the Consent Agenda Items A-I, and K, L. Trustee Tolan made a motion and it was seconded by Trustee Zekich. Motion carried.

**Ayes:** Trustees Tolan, Zekich, Jeffers  
**Nays:** None  
**Absent:** Trustees Greenfield, Kaspar

President Pro Tem asked if there was a motion to approve Item J:

- J. RFBA 25-100 Approval to promote Des Breese as Director of Orland Central Dispatch

Trustee Tolan made a motion and it was seconded by Trustee Zekich. Motion carried.

**Ayes:** Trustees Tolan, Zekich, Jeffers  
**Nays:** None  
**Absent:** Trustees Greenfield, Kaspar

*A round of applause for Des Breese.*

With all business being concluded, Trustee Tolan made a motion to adjourn the meeting at 5:11 p.m., and it was seconded by Trustee Zekich. Motion carried.

**Ayes:** Trustees Tolan, Zekich, Jeffers  
**Nays:** None  
**Absent:** Trustees Greenfield, Kaspar

Meeting adjourned.

**ADJOURNMENT**

Board of Trustees:

President Beth Damas Kaspar  
Secretary DJ Jeffers  
Treasurer Bridget Tolan  
Trustee Angela Greenfield  
Trustee Tina Zekich  
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**RATIFIED MINUTES OF NOVEMBER 18, 2025 REGULAR MEETING**

These Board of Trustees Meeting Minutes from the November 18, 2025 Regular Board Meeting have been approved by the Executive Board of Trustees on December 16, 2025, and serve as the official record.

**Prepared and Submitted By:**

Henry Strmenka Date: 12-16-25  
Recording Secretary

**Approved By:**

[Signature] Date: 12-16-25  
Board Secretary

(Seal)