

Board of Trustees:

President Beth Damas Kaspar

Secretary Donald "DJ" Jeffers

Treasurer Bridget Tolan

Trustee Angela Greenfield

Trustee Tina Zekich



ORLAND FIRE PROTECTION DISTRICT

Administration Center

9790 W. 151st Street · Orland Park, IL 60462

708/ 349-0074 · Fax 708/349-0354

www.orlandfire.org



BOARD OF TRUSTEES REGULAR MEETING

TUESDAY, SEPTEMBER 23, 2025 - 5:00 PM



APPROVED

<p>The Regular Meeting of the Board of Trustees was called to order at 5:00 p.m. by Board President Kaspar for the purpose of conducting all regular business of the District, proper notice having been given.</p> <p>PRESENT: Trustees Greenfield, Jeffers, Kaspar, Tolan, Zekich ABSENT: None</p> <p>OTHERS PRESENT: Interim Chief John Purtill, HR Director Alice Stevenson, Attorney Megan Steigauf and Recording Secretary Gerry Strunka.</p>	<p>OPENING MEETING</p> <p>ROLL CALL</p>
<p>There were no public comments.</p>	<p>PUBLIC COMMENTS</p>
<p>President Kaspar introduced Interim Chief John Purtill for the presentation of awards. Chief Purtill called up OFPD retired B/C Joseph Moore who is now an Urban Search and Rescue Administrative Branch Chief, who presented a Humanitarian Award to OFPD for the support of the MABAS Task Force 1 USAR Teams deployment to TX in response to July, 2025 Flash Floods Disaster.</p> <p>Next, he recognized the following sworn personnel:</p> <p>Presented to Lieutenant Mark Hogan: MABAS Award and Decoration Humanitarian Service Medal – Flood Disaster State of TX – Flash Flood Disaster Response and Relief Effort</p> <p>Presented to Lieutenant Dan Ritchie: MABAS Award and Decoration Humanitarian Service Medal – Flood Disaster State of TX – Flash Flood Disaster Response and Relief Effort</p> <p>Presented to Lieutenant Zachary Zweizig: MABAS Award and Decoration Humanitarian Service Medal – Flood Disaster State of TX – Flash Flood Disaster Response and Relief Effort</p>	<p>HUMANITARIAN AWARDS PRESENTATION</p>
<p>A motion to approve the Regular Meeting Minutes of August 26, 2025, was made by Trustee Greenfield and seconded by Trustee Jeffers. Motion carried.</p> <p>Ayes: Trustees Greenfield, Jeffers, Kaspar, Tolan, Zekich</p>	<p>APPROVAL OF MINUTES</p>

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<p>Nays: None Absent: None</p>	
<p>No report at this time.</p>	<p>FINANCE REPORT</p>
<p>HR Director Alice Stevenson reported that she reserved the Civic Center for the upcoming Firefighter Exam on 11/15/25 and that she is working with the Insurance Committee and the broker to finalize details for Open Enrollment.</p>	<p>HUMAN RESOURCES</p>
<p>No report at this time.</p>	<p>COMMUNICATIONS</p>
<p>No report at this time.</p>	<p>LOCAL 2754</p>
<p>No report at this time.</p>	<p>LOCAL 134</p>
<p>President Kaspar stated that the certification status has been completed and turned in regarding Ambulance One with the Dept. of Public Health. There were no other communications to the Board.</p>	<p>COMMUNICATIONS TO/FROM THE BOARD</p>
<p>Meetings/Events Multiple meeting for Dispatch operations with Interim Director New firefighter testing scheduled. Applications are open. Written test Nov 15th. Multiple meetings with the VOP for special events. Concerts/ St. Mikes Fest / Special Olympics / Market in the Parks etc. Weekly Chief meetings and Orland Police phone conference updates Monthly shift Officers meetings Orland Central Dispatch member meeting conducted for Chiefs and staff. Meeting with Clear Gov for strategic planning tool software. Meeting with multiple staffing software companies. Phone system update scheduled for end of this month. Duty Injury update as of 9/16 Total 6 off. 5 duty injury and 1 off duty transitional work program</p> <p>Other Information Storms caused some phone and radio alerting damage ---- repairs on going. Budget process has started, and meetings scheduled for all departments. Meeting with Municipal Public Safety for future maintenance and repair of radio and tower equipment 3 IL-TF1 members to Texas for flash flood recovery received Humanitarian Awards.</p> <p>Significant incidents Total call volume for August was 1164 calls for services. Structure fire response for kitchen fire on 144th and Ravinia. No injuries. A4 and Fire Investigations Unit went to Manhattan for box alarm structure fire. Bat 6 structure fire in Tinley Park.</p> <p><i>Trustee Zekich asked Interim Chief Purtill what the status of Ambulance One is. President Kaspar stated that Chief Doyle's contract has been accepted this morning and he will be starting on October 20, 2025, and at the next board meeting. She would like to wait until that time to discuss further as it is not on the agenda for today.</i></p> <p><i>Trustee Zekich asked Chief Purtill if there is any impact because of the situation and he stated we have asked for mutual aid a couple of times but it is pretty standard as it's been busy.</i></p>	<p>CHIEF'S REPORT</p>

<p>There was no Old Business.</p>	<p>OLD BUSINESS</p>
<p>President Kaspar stated we will place Agenda Items A-D and F on the Consent Agenda and table Items E, G, H, I. Trustee Jeffers made a motion to place items A through D and F on a consent agenda and approve the Consent Agenda:</p> <ul style="list-style-type: none"> A. Approval of the Treasurer’s Report in the amount of \$2,877,844 and Cook County Grant in the amount of \$3,798; B. RFBA 25-74 Approval to ratify Financial Edge NXT Renewal for the September 2025 to September 2026 period (\$15,025); C. RFBA 25-75 Approval of the purchase of new windows at Station 4 and several windows at Station 2 (original to the building and leaking water and air (not to exceed \$19,500: D. RFBA 25-76 Approval of services by Total Electric of Orland Park to complete several projects on the training grounds (\$18,087 paid through Training Capital Fund); F. RFBA 25-78 Approval of annual contract to be NFPA 1851/1850 compliant: pickup; cleaning; decontamination; Ozone CO2 cleaning; testing and advanced inspection; repairs, etc. (120 sets - \$21,960); <p>and it was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Jeffers, Kaspar, Greenfield, Tolan, Zekich Nays: None Absent: None</p> <p>Next, President Kaspar asked Fleet Maintenance Supervisor, John Cihocki, to speak to Items G, H, I:</p> <ul style="list-style-type: none"> G. RFBA 25-79 Approval of purchase of one 3500 4 x 4 pickup for Support Services and wild-land fire suppression (not to exceed \$130,000); H. RFBA 25-80 Approval of a Fleet Maintenance service vehicle 4 x 4 to replace the current 1993 Ford F250 high mileage stick shift service vehicle (not to exceed \$140,000); I. RFBA 25-81 Approval to purchase two (2) staff cars, including emergency lighting/sirens, programming a Wheel Core system, Incident Command equipment, etc. (not to exceed \$200,000). <p>John Cihocki explained the need for the listed vehicles and gave all the information the Board requested.</p> <p>President Kaspar stated that she felt item E. was not necessary at this time:</p> <ul style="list-style-type: none"> E. RFBA 25-77 Approval to hire Joseph P. Mitchell for a 2-day Supervisory Leadership Training seminar (not to exceed \$5,500.00) <p>Trustee Jeffers made a motion to remove Item E. from the Agenda. It was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Jeffers, Kaspar, Greenfield, Tolan, Zekich Nays: None Absent: None</p>	<p>NEW BUSINESS</p>

<p>President Kaspar stated we would need to vote on items G, H, I separately.</p> <p>Trustee Jeffers made a Motion to approve Item G:</p> <p>G. RFBA 25-79 Approval of purchase of one 3500 4 x 4 pickup for Support Services and wild-land fire suppression (not to exceed \$130,000)</p> <p>and it was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Jeffers, Kaspar, Greenfield, Tolan, Zekich Nays: None Absent: None</p> <p>Trustee Greenfield made a Motion to approve Item H:</p> <p>H. RFBA 25-80 Approval of a Fleet Maintenance service vehicle 4 x 4 to replace the current 1993 Ford F250 high mileage stick shift service vehicle (not to exceed \$140,000)</p> <p>and it was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Greenfield, Kaspar, Jeffers, Tolan, Zekich Nays: None Absent: None</p> <p>Trustee Greenfield made a Motion to approve Item I:</p> <p>I. RFBA 25-81 Approval to purchase two (2) staff cars, including emergency lighting/sirens, programming a Wheel Core system, Incident Command equipment, etc. (not to exceed \$200,000).</p> <p>and it was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Greenfield, Kaspar, Jeffers, Tolan, Zekich Nays: None Absent: None</p>	
<p>A motion to go into Closed Session for Item A:</p> <p>A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Orland Fire Protection District or legal counsel</p> <p>was made by Trustee Jeffers at 5:39 p.m. and seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Jeffers, Kaspar, Greenfield, Tolan, Zekich Nays: None Absent: None</p>	<p>CLOSED SESSION</p>

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<p><i>Trustee Greenfield left meeting post Closed Session @ 6:15</i></p> <p>The Regular Meeting reconvened at 6:18 p.m. The following Trustees were present at roll call:</p> <p style="text-align: center;">Trustees Jeffers, Kaspar Tolan, Zekich</p>	<p>RECONVENEMENT</p>
<p>With all business being concluded, Trustee Zekich made a motion to adjourn the meeting, and it was seconded by Trustee Jeffers. Motion carried.</p> <p>Ayes: Trustees Zekich, Jeffers, Tolan, Zekich Nays: None Absent: Trustee Greenfield</p> <p>Meeting adjourned.</p>	<p>ADJOURNMENT</p>

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RATIFIED MINUTES OF SEPTEMBER 23, 2025 REGULAR MEETING

These Board of Trustees Meeting Minutes from the September 23, 2025 Regular Board Meeting have been approved by the Executive Board of Trustees on October 28, 2025, and serve as the official record.

Prepared and Submitted By:

Mary Stunka Date: 10/28/25
Recording Secretary

Approved By:

[Signature] Date: 10-28-25
Board Secretary

(Seal)





UNITED STATES DEPARTMENT OF THE INTERIOR



Office of the Secretary of the Interior

Washington, D.C. 20500

STATE OF ALABAMA

These Board of Trustees meeting minutes were prepared and approved by the Executive Director of the Alabama Department of Conservation and Forestry.

Prepared and Submitted by

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