

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

BOARD OF TRUSTEES

REGULAR MEETING

TUESDAY, JANUARY 27, 2026 - 5:00 PM

 **APPROVED**
2-24-26

<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 ABSENT: Trustee Zekich</p> <p>OTHERS PRESENT: Fire Chief Kevin Doyle, Deputy Chief John Purtil, 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>A motion to approve the Regular Meeting Minutes of December 16, 2025, was made by Trustee Tolan and seconded by Trustee Jeffers. Motion carried.</p> <p>Ayes: Trustees Tolan, Jeffers, Greenfield, Kaspar Nays: None Absent: Trustee Zekich</p> <p><i>Trustee Zekich joined the meeting at 5:01 p.m.</i></p>	<p>APPROVAL OF MINUTES</p>
<p>Finance gave an update</p>	<p>FINANCE REPORT</p>
<p>HR gave an update</p>	<p>HUMAN RESOURCES</p>
<p>Communications gave an update.</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>No report at this time.</p>	<p>COMMUNICATIONS TO/FROM THE BOARD</p>
<p>General</p> <ol style="list-style-type: none"> Met with Village of Orland Hills EMA Director regarding vehicle donation Worked with Illinois Emerg. Mgmt. Agency and Office of Homeland Security regarding grant closeouts 	<p>CHIEF'S REPORT</p>

<p>3. Texas flood payments being issued by Illinois for IL-TF1 deployment</p> <p>4. Participated in VoOP Multi-Agency Disaster Drill. District participants were DC Purtill, BC's Tufts, Panzika, & Jones and FF Dorenz.</p> <p>Meetings/Events</p> <ol style="list-style-type: none"> 1. Attended meetings with administrative staff & division heads. 2. Attended numerous meetings regarding dispatch hardware & software issues. 3. Met with HR & IPRF regarding 2026 safety plan addressing injury reduction 4. Met with Fleet Manager regarding numerous issues including 2026 service rates and liability insurance 5. Attended meeting with Cook County Emer. Mgmt. & Regional Security <p>Other Information</p> <ol style="list-style-type: none"> 1. Staff attended the Metro Chiefs Christmas luncheon on Dec 4th 2. I was sworn in at the luncheon as Executive Board member for the Metropolitan Fire Chiefs Association 3. I was reelected to a new two-year term as MABAS 19 President on Dec. 5th 4. Information will be forthcoming regarding the IAFFD annual conference in January. 5. MABAS Conference in February at which Director Des Breese and Dispatcher Joe McGrath will be presenting. 6. OFD will be hosting two blood drives in 2026 in conjunction with the OP Library. 	
<p>There was no Old Business.</p>	<p>OLD BUSINESS</p>
<p>President Kaspar indicated she would like to table Item M. until the February BOT meeting:</p> <p>M. RFBA 26-013 Approval of settlement agreement between Michelle Leddin and the Orland Fire Protection District</p> <p>President Kaspar also indicated that Item Q. would be tabled until after Closed Session:</p> <p>Q. RFBA 26-017 Approval of revised organizational structure of administrative personnel, which includes elimination of sole deputy chief position and creation of Deputy Chief of Operations (Purtill) and Deputy Chief of Administration; and approval of Fire Chief to interview and appoint a Deputy Chief of Administration.</p> <p>Trustee Jeffers made a motion to place Items A – L and N – P on a consent agenda:</p> <ol style="list-style-type: none"> A. Approval of the Treasurer's Report in the amount of \$4,037,070 and Cook County Grant in the amount of \$73,819; B. RFBA 26-002 Approval of annual renewal of Pulse Point mobile app (\$10,500); C. RFBA 26-003 Approval for Getac replacements (computers that run CAD) for our front line vehicles for 14 vehicles (\$39,556); D. RFBA 26-004 Approval to update the following policies to match current best practices and meet operational needs: <ul style="list-style-type: none"> • Policy 203- Training Policy <ul style="list-style-type: none"> ○ Addition of 203.5.1 	<p>NEW BUSINESS</p>

Minutes of Regular Meeting
Board of Trustees
January 27, 2026

- Documentation expectations
 - Daily
 - As needed
 - Specialty teams
- Policy 1032- Uniforms/Grooming and Appearance/Protective Clothing
 - Addition to 1032.5.4
 - OSHA/ANSI apparel
- Policy 300- Incident Management
 - Modifications to 300.10
 - Modify terminology to match current best practices
 - Addition of Board Up to contact list
 - Capitalization corrections
 - Correction to apparatus responses- still alarm and full still
 - 2 Amb on Still
 - 4 Truck on Full Still
- Delete/remove Policy 919: Red Hood Policy

- E. RFBA 26-005 Approval to go out to bid for replacement of the parking lot at Station 6;
- F. RFBA 26-006 Approval for annual pump testing of 10 fire suppression vehicles (not to exceed \$8,500);
- G. RFBA 26-007 Approval for annual aerial ladder testing for 3 vehicles (not to exceed \$6,500);
- H. RFBA 26-008 Approval to purchase and outfit a new ambulance from Foster Coach Sales (not to exceed \$515,000);
- I. RFBA 26-009 Approval of annual subscription of First Arriving (\$9,582);
- J. RFBA 26-010 Approval to recommend the Board of Fire Commissioners promote the next Lieutenant (Kendra) and Engineer (Smith) effective 1/1/26, due to Lieutenant Buenzow moving to days as Training/EMS Officer;
- K. RFBA 26-011 Approval of ClearGov (our current Finance Software) to add on the strategic planning module (\$6,233 budgeted in '26 accreditation budget);
- L. RFBA 26-012 Approval for welding work to be done at the Training Facility. A reorganization of the training campus began in '24 to improve safety hazards as well as improving efficiency (not to exceed \$20,000);
- N. RFBA 26-014 Approval to purchase a Telehandler to support training facility operations at the CTC. We have been renting for 8 years with the current rate being \$2,300 per month but can be purchased at \$75,000. If purchase is not approved, we are requesting rental funds for 2026 not to exceed \$22,000;
- O. RFBA 26-015 Approval to purchase 6 60-minute SCBA bottles which have been budgeted for to replace 6 coming to the end of their usefulness (not to exceed \$10,500);
- P. RFBA 26-016 Approval of a professional services agreement with Municipal GIS

<p>Partners to perform emergency remediation and provide ongoing maintenance of Orland Central Dispatch's Geographic Information System (GIS) (\$74,356);</p> <p>and it was seconded by Trustee Tolan. Motion carried.</p> <p>Ayes: Trustees Jeffers, Tolan, Greenfield, Kaspar, Zekich Nays: None Absent: None</p> <p>Trustee Tolan made a motion to approve the Consent Agenda Items A-L and N-P, and it was seconded by Trustee Kaspar. Motion carried.</p> <p>Ayes: Trustees Tolan, Kaspar, Greenfield, Jeffers, Kaspar Nays: None Absent: None</p>	
<p>A motion to go into Closed Session for Items A and H:</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>H. Pending and/or probable litigation</p> <p>was made by Trustee Tolan at 5:07 p.m. and seconded by Trustee Greenfield. Motion carried.</p> <p>Ayes: Trustees Tolan, Greenfield, Jeffers, Kaspar, Zekich Nays: None Absent: None</p>	<p>CLOSED SESSION</p>
<p>The Regular Meeting reconvened at 5:31 pm. with the following Trustees present at roll call:</p> <p style="text-align: center;">Trustees Greenfield, Jeffers, Kaspar, Tolan, Zekich</p> <p>Trustee Jeffers made a motion to approve Item Q:</p> <p>Q. RFBA 26-017 Approval of revised organizational structure of administrative personnel, which includes elimination of sole deputy chief position and creation of Deputy Chief of Operations (Purtill) and Deputy Chief of Administration; and approval of Fire Chief to interview and appoint a Deputy Chief of Administration</p> <p>and it was seconded by Trustee Tolan. Motion carried.</p> <p>Ayes: Trustees Jeffers, Tolan, Kaspar Nays: Trustees Greenfield, Zekich Absent: None</p> <p>With all business being concluded, Trustee Tolan made a motion to adjourn the meeting at 5:31 p.m., and it was seconded by Trustee Zekich. Motion carried.</p>	<p>ADJOURNMENT</p>

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RATIFIED MINUTES OF JANUARY 27, 2026 REGULAR MEETING

These Board of Trustees Meeting Minutes from the January 27, 2026 Regular Board Meeting have been approved by the Executive Board of Trustees on February 24, 2026, and serve as the official record.

Prepared and Submitted By:

Mary Struenka Date: 2-24-26
Recording Secretary

Approved By:

[Signature] Date: 2-24-26
Board Secretary

(Seal)