



JOINT ADMINISTRATIVE COUNCIL

MEETING MINUTES

December 3, 2024

The regular meeting of the MABAS 4 & 5 SRT JAC was called to order at the Greater Round Lake Fire Protection District Station 1 by Vice Chair Echtenacher at 09:02.

Roll Call: Kreher, Spraker, Echtenacher, Klicker, Formica. Also present: Ops Chiefs Buschick and Way, Chief Administrative Officer Steingart and several team leaders. (Chief Spraker arrived at 09:28).

Introductions of Guests: No guests were present

Public Comment: There was no public comment.

Chairman's Report: Chief Spraker had no report.

Presentations: There were no presentations.

Secretary/Treasurer's Report: Chief Formica presented the minutes for the November 5, 2024 meeting for approval. Chief Klicker made a motion to approve the November minutes. Seconded by Chief Kreher; all ayes, motion carried.

Treasurer's Report: Chief Formica presented the November 2024 Treasurer's Report for approval. Chief Kreher made a motion to approve the Treasurer's Report. Seconded by Chief Klicker; all ayes, motion carried.

Bills for Payment: Chief Formica presented the November bills for payment. Chief Kreher made a motion to approve the bills for payment. Seconded by Chief Echtenacher; roll call vote was all aye, motion carried.

Chief Administrative Officer's Report:

- The CAO gave an update on new team members.
- The CAO gave an update on recent meetings with the team leaders.
- The CAO gave a report on an incident that occurred in Bristol with the Wildland Team.
- The CAO discussed correspondence that was received.
- The CAO gave an update on the renewal of the Sams.gov account.
- It was announced that Team Leader Jim Pellitteri has retired from the Gurnee Fire Department.

- The CAO notified the Board that Battalion Chief Jim Gramer would be stepping down from his position as Team Leader. He did want to remain active with the teams.
- There was an update given on the new Wildland Team trailer.
- A new sonar unit is expected to be here in April.

Operations Chief's Reports:

- Operations Chief Buschick gave an update for the MABAS 4 Teams.
- Operations Chief Ray gave an update for the MABAS 5 Teams.

Team Leaders/Coordinators:

- CAO Steingart gave an update on the year-to-date expenditures.

Strategic Planning:

- CAO Steingart gave an update on the Strategic Plan.

Old Business:

- CAO Steingart gave an update on the FY 2025 Budget and was working on closing out the 2024 Budget.

New Business:

- CAO Steingart presented the proposed meeting calendar for 2025. Chief Kreher made a motion to approve the 2025 meeting calendar: second by Chief Klicker. All aye: motion carried.
- CAO Steingart requested discussed changing insurance agents and informed the Board that he is working on a renewal of the property and liability insurance. Chief Kreher made a motion to approve changing insurance agents: second by Chief Klicker. All aye: motion carried.
- There was discussion regarding worker's compensation insurance.

Closed Session: There was no closed session.

Adjournment: Chief Kreher made a motion to adjourn the meeting at 09:35. Seconded by Chief Echtenacher; all aye, meeting adjourned.