

THE "MANHATTAN/PEOTONE PROJECT"



REGIONALIZATION OF THE FIRE SERVICE

- WHAT IS THE PURPOSE OF TODAYS DISCUSSION?
 - ALL DEPARTMENTS ARE HAVING TO DO MORE WITH LESS
 - WE NEED TO FIND CREATIVE WAYS TO BECOME MORE EFFICIENT
 - AS FIRE SERVICE LEADERS AND OFFICIALS, WE MUST ADAPT TO A RAPIDLY CHANGING FIRE SERVICE AND TAX-PAYER EXPECTATIONS

HISTORIC REGIONALIZATION EFFORTS OF MABAS 19 AND LOCAL REGION

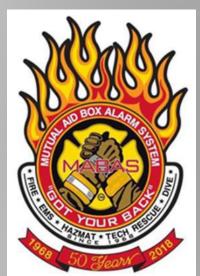
- MABAS REGIONALIZATION EFFORTS
 - CART / MABAS SPECIAL TEAMS
 - MABAS STANDARDIZATION EFFORTS AND PROGRAMS
 - MABAS 19 TRAINING OFFICERS DEVELOP STANDARD TRAINING PLAN – TARGET SOLUTIONS SITES MIRRORED
 - MABAS 19 BATTALION CHIEF TRAININGS
 - MABAS 19 QUARTERLY TRAININGS
 - MABAS 19 STANDARDIZED PROCEDURES (RURAL WATER, ICS, STAGING, ETC..)

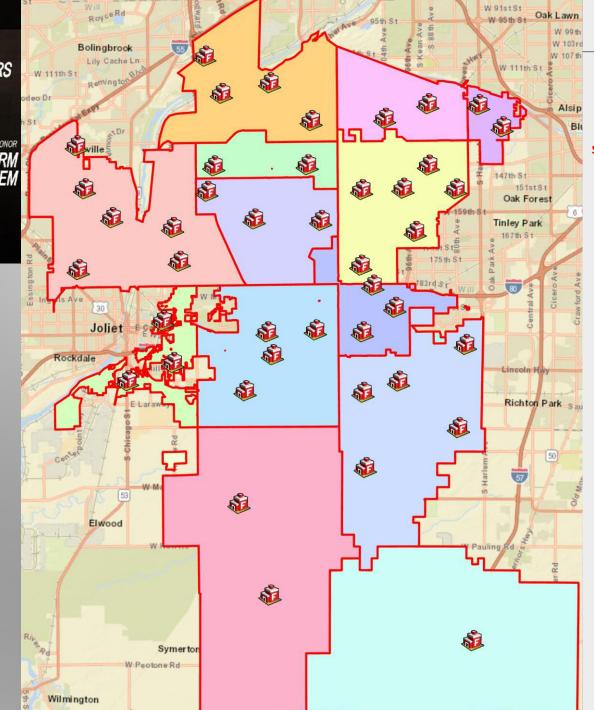
HISTORIC REGIONALIZATION EFFORTS OF MABAS 19 AND LOCAL REGION

- MABAS REGIONALIZATION EFFORTS
 - MABAS SHARING SERVICES/EQUIPMENT/RESOURCES
 - EQUIPMENT IGA
 - HOSE TESTING, LADDER TESTING, SCBA TESTING
 - CHIEFS' ASSISTANCE
 - PERSONNEL SHARING









MABAS 19 PROTECTING									
387	Sq. Miles								
377,554	Population								
\$89.5B	EAV								
142,000,000	Budget								
41	Fire Stations								
47,752	Incidents (Annually)								
556	Sworn Personnel								
159	Non-Sworn Personnel								
570	Paramedics								
531									
39 Part-time									
147	Daily Staffing (Min)								
185	Daily Staffing (Max)								
41	Ambulances								
33	Engines								
6	Squads								
8	Trucks								
7	Tenders								
25	Chiefs								
•									

Battalion Chiefs

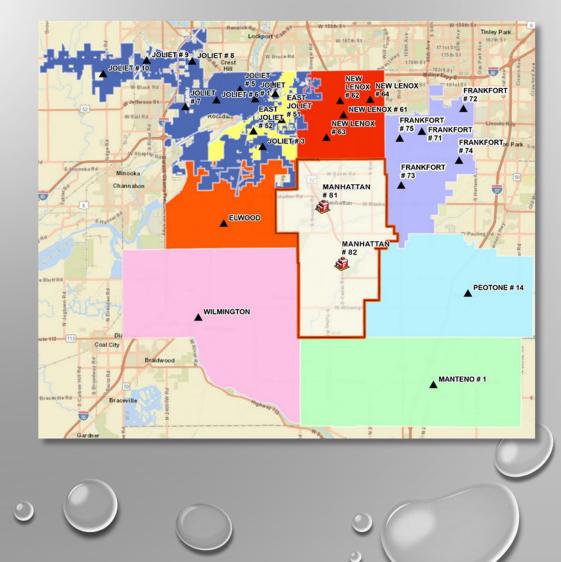
9

11 011

WHO WE ARE

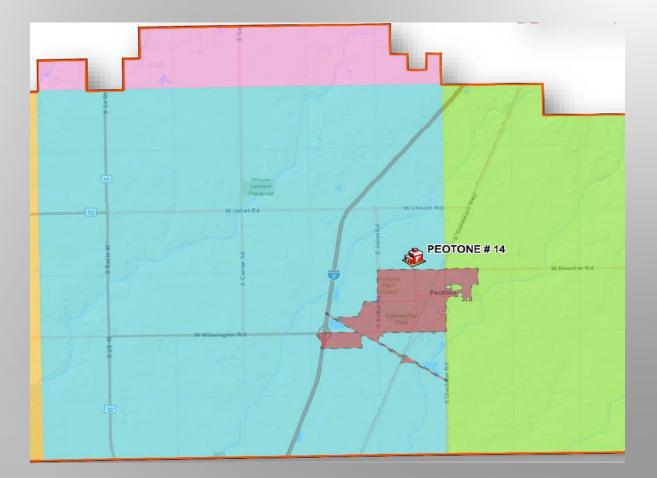
MANHATTAN FIRE PROTECTION DISTRICT

- 72 SQ. MILES
 - MOSTLY RURAL
- 2 STATIONS
 - STATION 1 STAFFED AT 5 / MINIMUM 3
 - STATION 2 STAFFED AT 3
- 15 FULL-TIME (IAFF LOCAL 4991)/15 PART-TIME
- 1600-1700 CALLS PER YEAR
- POPULATION: APPROX. 13,000
- BORDER PEOTONE FPD ON EAST SIDE OF
 DISTRICT



WHO WE ARE

PEOTONE FIRE PROTECTION DISTRICT



- 72 SQ. MILES
 - MOSTLY RURAL
- 1 STATION STAFFED AT 6
- 45 PART-TIME
- 1,000-1,100 CALLS PER YEAR
- POPULATION: APPROX. 7,000
- BORDERS MANHATTAN FPD

CURRENT FINANCIAL STATUS

PEOTONE FINANCIALS

- GOOD FINANCIAL POSITION
- PENSION FUND OVER 100% FUNDED
- FUND BALANCE IS APPROX. \$1.1 MILLION
- FUND BALANCE POLICY 40%
- 10-YEAR FLEET & FACILITY / CAPITAL NEEDS
- LITTLE TO NO GROWTH

MANHATTAN FINANCIALS

- GOOD FINANCIAL POSITION
- PENSION ABOUT 85% FUNDED
- FUND BALANCE IS APPROX. \$4 MILLION
- FUND BALANCE POLICY IS 40%
- 10-YEAR FLEET & FACILITY
- STEADY GROWTH

Realign District's priorities The three F's = Firefighters, Fire Apparatus and Fire Station

REGIONALIZATION MINDSET - BOARD DISCUSSION

- MANHATTAN FPD AND PEOTONE FPD BOARD
 OF TRUSTEES
 - OPEN DISCUSSIONS ON WHAT BOTH BOARDS ARE DOING AND AREAS TO IMPROVE – "COFFEE TALK"
 - IDENTIFIED "TRUE" MEANING OF THE BOARD OF TRUSTEES' RESPONSIBILITIES
 - REDUCE TAX-PAYER BURDEN
 - MAINTAIN/INCREASE SERVICE LEVELS



REGIONALIZATION MINDSET - BOARD DISCUSSION

- "OUT-OF-THE-BOX" THINKING
 - OLD SCHOOL MENTALITY OF "WE'VE ALWAYS DONE IT THIS WAY"
 - REMOVE THE "MY KINGDOM" THEORY
 - BEST SERVICES POSSIBLE WHILE BEING
 FISCALLY RESPONSIBLE WITH TAX PAYERS MONEY
 - SELF-REFLECTION: WHY DO YOU SERVE AND WHO DO YOU SERVE?

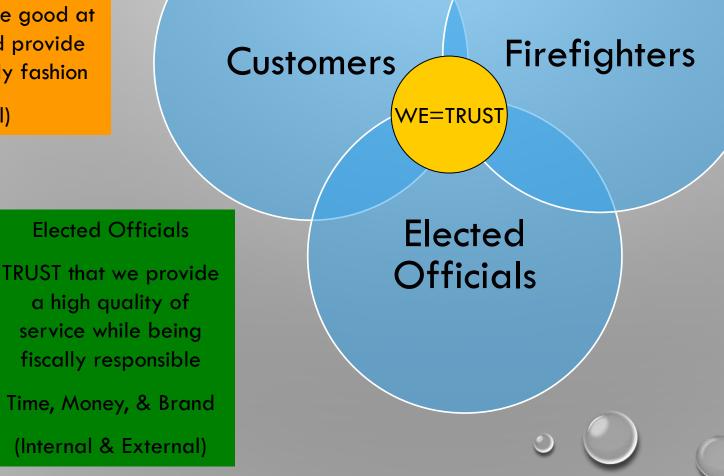


WHAT HOLDS EVERYTHING TOGETHER

Customers

TRUST that we are good at what we do, and provide service in a timely fashion

(External)



Firefighters

TRUST that we provide a safe, secure organization that allows them to grow personally and professionally

(Internal)

MANHATTAN / PEOTONE IGA

- PEOTONE FPD TIMING
 - FIRE CHIEF RETIRING
 - PART-TIME ADMIN. ASST. RETIRING
 - DEPUTY CHIEF RETIRED/NOT REPLACING
 - NO SUITABLE SUCCESSION PLAN
 WITHIN THE ORGANIZATION
 - B.O.T LOOKED AT OTHER OPTIONS
 - ILLINOIS FIRE CHIEFS ASSOCIATION
 - HIRING OWN CHIEF
 - EVALUATED OTHER DEPARTMENTS
 - B.O.T. OPEN MINDED OUT OF BOX
 THINKING



MANHATTAN / PEOTONE IGA

- MANHATTAN FPD TIMING
 - RECENTLY APPOINTED FIRE
 CHIEF
 - NEWLY HIRED DEPUTY CHIEF
 - PART-TIME BATTALION CHIEF
 - FULL-TIME ADMIN ASST.
 - FULL-TIME FIRE LIFE SAFETY
 EDUCATOR
 - B.O.T. OPEN MINDED OUT OF BOX THINKING



MANHATTAN / PEOTONE IGA

• OUTLINE OF IGA

- PROVIDE ADMINISTRATIVE SERVICES FOR PEOTONE FPD (CONTRACTOR FEE)
- PROVIDE COMMAND STAFF FOR INCIDENTS
- PROVIDE AN ASSESSMENT FOR VIABILITY OF CONSOLIDATION
- PROVIDE SUPPORT SERVICES FOR MAINTENANCE, TRAINING/EMS, PUBLIC EDUCATION, ETC.
- QUARTERLY TWO-ON-TWO MEETINGS
- KEY POINT: THIS SERVED AS A "TRIAL" PERIOD TO EVALUATE EFFECTIVENESS

FIRST YEAR - OVERALL PLAN

- PROVIDE SHARED CHIEF LEVEL OFFICERS & ADMINISTRATIVE STAFF TO LEAD AND MANAGE PEOTONE FIRE PROTECTION DISTRICT. CHIEFS WILL ASSESS, MAINTAIN, MANAGE AND DEVELOP WHERE NEEDED.
- RE-PRIORITIZED THE NEEDS: FIREFIGHTERS, FIRE APPARATUS, FIRE STATIONS
 - TRUSTEE LEVEL ADMINISTRATION ACTIVITIES
 - EMERGENCY RESPONSE MODEL
 - FLEET AND FACILITIES
 - LOCAL GOVERNMENT AND TAXING BODY
 - SUPPORT PEOTONE FIREFIGHTERS' ASSOCIATION

FIRST YEAR - OVERALL PLAN

- PROVIDE PROGRAMMATIC EVALUATIONS OF THE FOLLOWING AND PROVIDE CONCLUSIVE PLAN AND TIMELINE FOR FUTURE CONSOLIDATION EFFORTS:
 - PERSONNEL FIT
 - STAFFING
 - FLEET APPLICABILITY S.O.C.
 - FACILITIES
 - BUDGET
 - ADMINISTRATIVE PROCESSES
 - OPERATIONAL RISK
 - EMERGENCY RESPONSE

FIRST YEAR – FUNCTIONAL CONSOLIDATION PLAN

- FUNCTIONAL CONSOLIDATION PLAN
 - STREAMLINED PROGRAMS TO EFFECTIVELY MANAGE
 - CHIEF LEVEL STAFF
 - EMERGENCY RESPONSE / OVERSIGHT
 - SUPPORT STAFF TRAINING DEVELOPMENT
 - MONTHLY REPORTING
 - FLEET/FACILITY SUPPORT & COORDINATION
 - PURCHASING PROCESS
 - CONSOLIDATED STANDARD OF COVER
 - SHARED RESOURCES

THE FIRST 90 DAYS – FINANCE

- DISTRICT AUDIT / QUALIFIED OPINION DUE ACCOUNTING PROCEDURES
- PENSION FUND NO ACTUARIAL DONE, USED STATE CALCULATIONS
- BANK ACCOUNTS
 - CONSOLIDATE ACCOUNTS STREAMLINE BANKING PROCESS
 - RE-INVESTMENT OF FUNDS
- PAYROLL PROGRAM
 - ELECTRONIC PAYROLL SYSTEM (HOWARD SIMON) SAVED 40 HOURS / MONTH
 - ALIGNED PAY RATES AND INCENTIVES
- ACCOUNTS PAYABLE PROGRAM
 - JOURNALING CODING
 - VENDOR LIST / BULK PURCHASING / DISCOUNTS
 - BILLING CYCLES
- BUDGET PROCESS AND CODES
 - ALIGNING BUDGETARY CODES WITH LINE-ITEM DESCRIPTION
 - DEVELOPED 10-YEAR FLEET & FACILITIES REPLACEMENT PLAN

THE FIRST 90 DAYS – GENERAL ADMINISTRATION

- POLICIES AND PROCEDURES
 - POLICY MANUAL NEEDED UPDATING- BEGAN WITH FOI, DUTY INJURY AND RISK CONTROL
- BOT AGENDAS AND BILLS
 - DROP BOX ELECTRONIC AGENDAS AND MEETING MINUTES
- BOC RULES AND REGULATIONS
 - IDENTIFIED GAPS IN HIRING PROCESS
- IT ENHANCEMENTS
 - WORK EMAILS
 - PHONE INTEGRATION
 - REMOTE ACCESS CAPABILITIES
- AMBULANCE BILLING
 - RESTRUCTURED RATES
 - NEW BILLING SERVICE CONTRACT

THE FIRST 90 DAYS – OPERATIONAL

- PROCEDURES/PROGRAMS
 - SCHEDULING PROGRAM
 - TARGET SOLUTIONS CREW SENSE
 - MAINTENANCE PROGRAM
 - TARGET SOLUTIONS CHECK-IT
 - TRAINING/EMS PROGRAM
 - TARGET SOLUTIONS
 - PPE/UNIFORM PROGRAM
 - U.A.S. UNIQUE APPAREL SOLUTIONS
 - HEALTH & WELLNESS PROGRAM
 - BACKGROUND CHECKS
 - INITIAL HIRE PHYSICALS
 - ANNUAL PHYSICALS

- STREAMLINED FLEET & FACILITIES
 - MAINTENANCE CATCH-UP
 - UPDATED MAINTENANCE
 - IMPLEMENTED 300 APPARATUS
 MAINTENANCE PROGRAM
 - STATION CLEAN-UP AND ORGANIZATION
 - OSHA VISIT!

DEFLATING THE EMOTIONAL BUBBLE

- STAFF/PUBLIC FEELING LIKE WE PUSHED OUT OLD ADMINISTRATION
- DISMANTLING THE FIRE DEPARTMENT
- DEPARTMENT MEETINGS
- OFFICER MEETINGS
- STAFFING CHALLENGES
- S.O.C. RECOMMENDATIONS



STANDARD OF COVER / COMMUNITY RISK ASSESSMENT

• STANDARD OF COVER

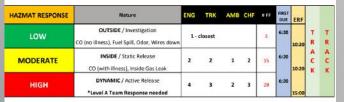
 THE CENTER FOR PUBLIC SAFETY EXCELLENCE (CPSE) DEFINES THE PROCESS, KNOWN AS "DEPLOYMENT ANALYSIS", AS WRITTEN PROCEDURES THAT DETERMINE THE DISTRIBUTION AND CONCENTRATION OF FIXED AND MOBILE RESOURCES OF AN ORGANIZATION. THE PURPOSE FOR COMPLETING SUCH A DOCUMENT IS TO ASSIST THE ORGANIZATION IN ENSURING A SAFE AND EFFECTIVE RESPONSE FORCE FOR STRUCTURAL AND WILDLAND FIRE SUPPRESSION, EMERGENCY MEDICAL SERVICES, AND SPECIALIZED RESPONSE SITUATIONS.

COMMUNITY RISK ASSESSMENT

 COMMUNITY RISK REDUCTION (CRR) IS DEFINED BY VISION 20/20 AS A PROCESS TO IDENTIFY AND PRIORITIZE LOCAL RISKS, FOLLOWED BY THE INTEGRATED AND STRATEGIC INVESTMENT OF RESOURCES (EMERGENCY RESPONSE AND PREVENTION) TO REDUCE THEIR OCCURRENCE AND IMPACT.



FIRE RESPONSE	Nature	ENG	TRK/TKR	AMB	CHF	# FF	FIRST DUE	ERF		
LOW	OUTSIDE Grass/Refuse	1.	closest		3	6:20		т		
LOW	ALARM*/INVESTIGATION/VEHICLE	1	1	1*	1	7		10:20	R	1
MODERATE	STRUCTURES - Residential	3	1	1	1	15	6:20	10:20	A C K	and the second
HIGH	Large - Mega (R,M,C)	4 3 2 4 29		6:20	15:00					





STANDARD OF COVER / RISK ASSESSMENT RECOMMENDATIONS - PEOTONE & MANHATTAN

- SIMILARITIES
 - DISTRICT SIZE / MAKE UP
 - M.A.B.A.S. DIVISION
 - DISPATCH
 - FLEET / FACILITIES
 - EMS REGION
 - RISK MODELS
 - ADVANTAGES IN
 CONSOLIDATION / SHARED
 SERVICES



CONSOLIDATION IS ADVANTAGEOUS TO BOTH DISTRICTS THE NEXT STEP: 90-180 DAYS

- PLAN FOR IDENTIFIED KEY AREAS
 - OPERATIONS AND STAFFING
 - MERGING OF FINANCES AND ASSETS
 - SUPPORT SERVICES
 - MERGING OF BOARD'S
 - IDENTIFY CONSOLIDATION METHOD

- BUILDING RELATIONSHIPS
 - ESTABLISH MESSAGE / HIRE PR CONSULTANT (SHARED COST)
 - INVOLVE LABOR (AFFI AND LOCAL)
 - "PRE-MEETINGS" WITH KEY INFLUENCERS
 - LOCAL AND STATE OFFICIALS' SUPPORT
 - OPEN FORUMS TO ANSWER
 - QUESTIONS

THE PROCESS FOR CONSOLIDATION: TWO TRACKS

- **TRACK1**: MERGER BY ABSORPTION (70 ILCS 705/3(A-5)
 - ONE DISTRICT MERGES INTO ANOTHER AND DISSOLVES.
 - SURVIVING DISTRICT'S TRUSTEES REMAIN.
 - REQUIRES A PETITION TO BE SIGNED BY AT LEAST 50 VOTERS IN THE DISTRICT THAT WILL BE DISSOLVED.

- TRACK 2: CREATE A NEW DISTRICT (70 ILCS 705/14.01–14.13)
 - BOTH DISTRICTS DISSOLVE AFTER A NEW DISTRICT IS CREATED.
 - NEW TRUSTEES ARE INSTALLED.
 - REQUIRES A PETITION TO BE SIGNED BY AT LEAST 50 VOTERS IN EACH DISTRICT (*I.E.*, AT LEAST 100 SIGNATURES).

THE PROCESS FOR CONSOLIDATION: THE REFERENDUM

- BOTH CONSOLIDATION TRACKS ARE INITIATED BY VOTERS
 - PETITION IS CIRCULATED.
 - PETITIONS ARE FILED WITH THE CIRCUIT COURT.
 - CIRCUIT COURT HOLDS A HEARING TO DETERMINE WHETHER THE PETITIONS ARE IN GOOD FORM.
 - CIRCUIT COURT ENTERS AN ORDER PLACING THE APPLICABLE REFERENDUM QUESTION TO GO ON THE BALLOT.
 - ELECTION IS HELD.

THE PROCESS FOR CONSOLIDATION: THE REFERENDUM QUESTIONS

TRACK 1

• SHALL THE ______ FIRE PROTECTION DISTRICT DISSOLVE AND BE CONSOLIDATED WITH THE ______ FIRE PROTECTION DISTRICT?

TRACK 2

 SHALL THE ______ FIRE PROTECTION DISTRICT BE CONSOLIDATED WITH THE PEOTONE FIRE PROTECTION DISTRICT TO ORGANIZE THE ______ FIRE PROTECTION DISTRICT AND SHALL THE MAXIMUM ALLOWABLE TAX RATE FOR THE ______ FIRE PROTECTION DISTRICT BE SET AT [RATE OF TAX STATED AS A PERCENTAGE] OF THE VALUE OF ALL TAXABLE PROPERTY WITHIN THE ______ FIRE PROTECTION DISTRICT AS EQUALIZED OR ASSESSED BY THE DEPARTMENT OF REVENUE?

FOLLOWING A SUCCESSFUL REFERENDUM

- THE CIRCUIT COURT ORDERS THE CONSOLIDATION TO OCCUR ON A SPECIFIC DATE.
- ON THE CONSOLIDATION DATE, THE FOLLOWING ARE AUTOMATICALLY TRANSFERRED TO THE SURVIVING/NEW DISTRICT:
 - CONTRACTS
 - EMPLOYEES
 - PERSONAL PROPERTY
 - REAL PROPERTY
 - BONDED INDEBTEDNESS

- ON THE CONSOLIDATION DATE:
 - TRACK 1: THE MERGING DISTRICT DISSOLVES
 - TRACK 2: BOTH OLD DISTRICTS DISSOLVE

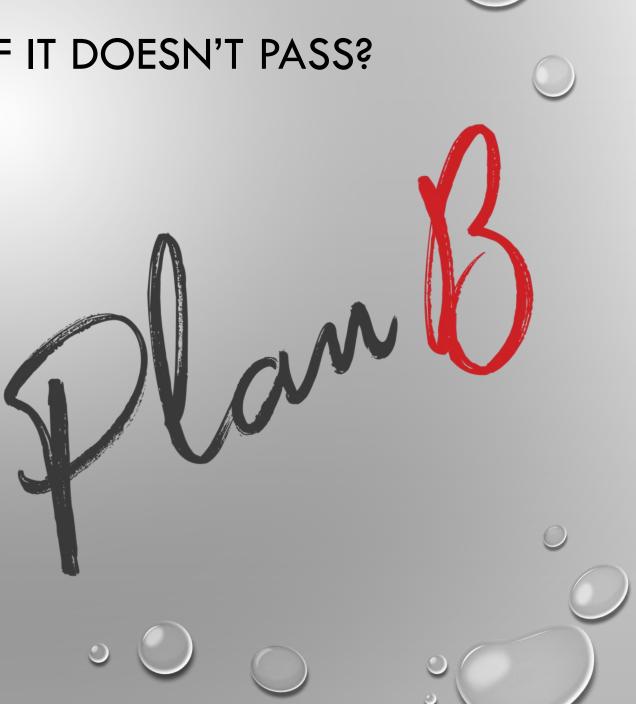
CONSOLIDATION VOTE PASSES NOW WHAT?

- PLAN IMPLEMENTATION
 - OPERATIONS
 - CONTINUED EVALUATION AND ALIGNMENT OF OPERATIONS
 AND STAFFING BASED ON S.O.C
 - ADMINISTRATION
 - MERGING OF FINANCES AND ASSETS
 - FLEET / FACILITIES
 - APPARATUS & EQUIPMENT
 - S.O.C. VEHICLE NEEDS
 - MERGING OF BOARD'S
 - BOARD MAKE-UP
 - PUBLIC EDUCATION
 - MARKETING STRATEGY A CUSTOMER UNDERSTANDING



WHAT HAPPENS IF IT DOESN'T PASS?

- BOARD OF TRUSTEE COLLABORATION FOR A SUCCESSFUL FUTURE FOR BOTH ORGANIZATIONS.
 - TRY AGAIN?
 - DIFFERENT ELECTION?
 - DIFFERENT CONSOLIDATION TRACK?
 - DIFFERENT STRATEGY?
 - CONTINUE WITH INFORMAL CONSOLIDATION?
 - REPLACE IGA WITH A LONG-TERM CONTRACT FOR ALL SERVICES?
 - CEASE COOPERATING?



CHALLENGES IDENTIFIED

- "IDENTITY THEFT" LOSING NAME / BRAND
- RUMORS
 - STATIONS CLOSING
 - NO COMMUNITY REPRESENTATION
- FEELING OF ABANDONMENT
 - OUR ORGANIZATION FAILED
- MEMBER'S RESISTANCE TO CHANGE (INITIALLY)
 - STAFFING CHANGES (PART-TIME TO FULL TIME)
- CHANGING TO FAST
 - OPERATIONS, I.T., EQUIPMENT, PERSONNEL



THE FUTURE - IT'S INEVITABLE

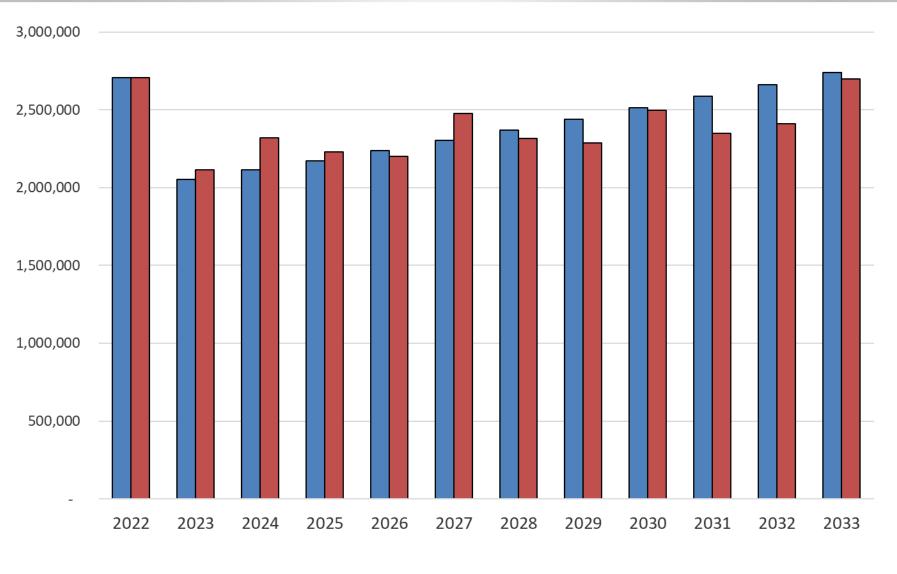
- PROPERTY TAX TASK FORCE
 - ILLINOIS HIGHEST NUMBER OF TAXING BODIES IN THE COUNTRY (6,963)
 - ILLINOIS 2ND HIGHEST PROPERTY TAX RATE IN THE COUNTRY
 - EFFORT TO CONSOLIDATE SPECIAL DISTRICTS, TO INCLUDE FIRE DISTRICTS
 - ALREADY STARTED:
 - PENSION CONSOLIDATION
 - PSAP CONSOLIDATION
 - SCHOOL DISTRICTS (HB7 & HB2755) REDUCE NUMBER OF SCHOOL DISTRICTS
 - CHOOSE YOUR MARRIAGE!



FINANCIAL COMPARISON

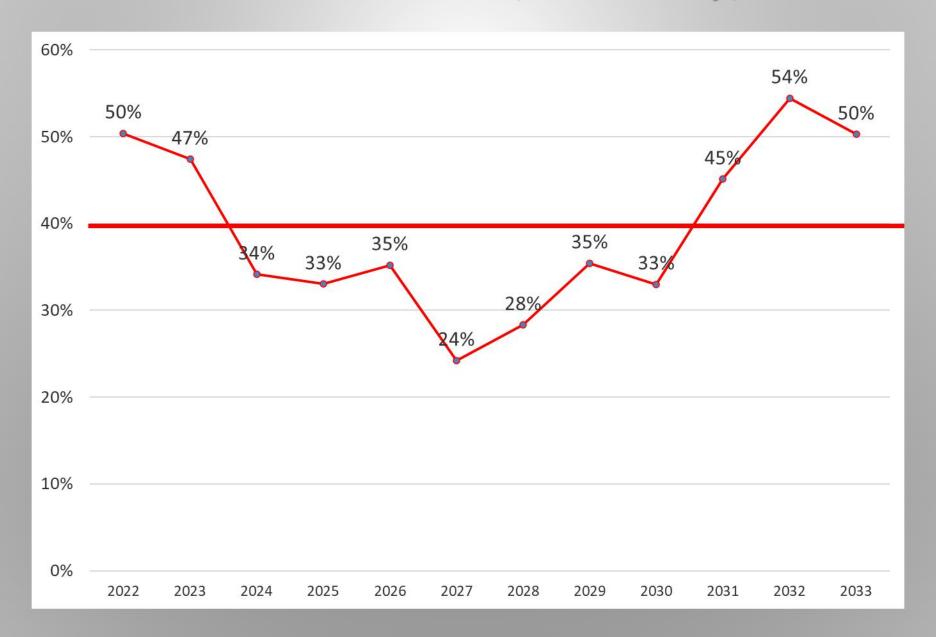
MABAS 19 2020					Тах			Size		Sq miles per Fire	Staff	Staff	Sworn	Non Sworn	Cost per
	ISO	ACCR	EAV	Budget	Rate	Population	Calls	mile	# Sta	Sta	Min	Max	Staff	Staff	Capita
East Joliet	4	No	175M	2.9	\$1.39	17,500	2,121	17	3	6	5	6	12	25	\$166
Frankfort	3	No	\$76.7 B	\$15.8	\$0.82	45,000	4,510	42	5	8	17	21	66	8	\$351
Homer	3	No	\$550m	\$8.8	\$1.11	16,500	1,781	22	3	7	10	12	37	1	\$533
Lemont	2	Process	\$1.34 B	\$12.5	\$0.86	24,048	4,035	26	4	7	14	17	54	10	\$520
Lockport	2	No	\$1.9 B	\$24.5	\$1.08	84,000	10,249	43	6	7	24	31	97	10	\$292
Manhattan	1	No	\$343m	\$3.7	\$0.94	13,000	1,301	72	2	36	6	8	15	18	\$285
Mokena	1	Yes	\$614m	\$12.5	\$1.03	20,500	2,500	13	3	4	9	10	37	3	\$610
New Lenox	2	No	\$1.45 B	\$10.1	\$0.58	39,649	4,736	33	4	8	15	17	54	5	\$255
Orland	1	Yes	\$2.49 B	\$38.3	\$1.26	70,284	10,600	30	6	5	29	38	125	28	\$545
Palos	5	No	\$589m	\$7.1	\$1.16	25,000	2,682	14	2	7	9	12	38	1	\$284
Palos Heights	3	No	\$375M	\$4.1	\$1.05	15,650	2,250	5	2	3	6	7	21	2	\$262
Peotone	4	No	\$165m	\$1.7	\$1.02	4,152	987	70	1	70	3	6	0	50	\$409

Peotone Financials – 3 FT FFs (1 FF Per Day)

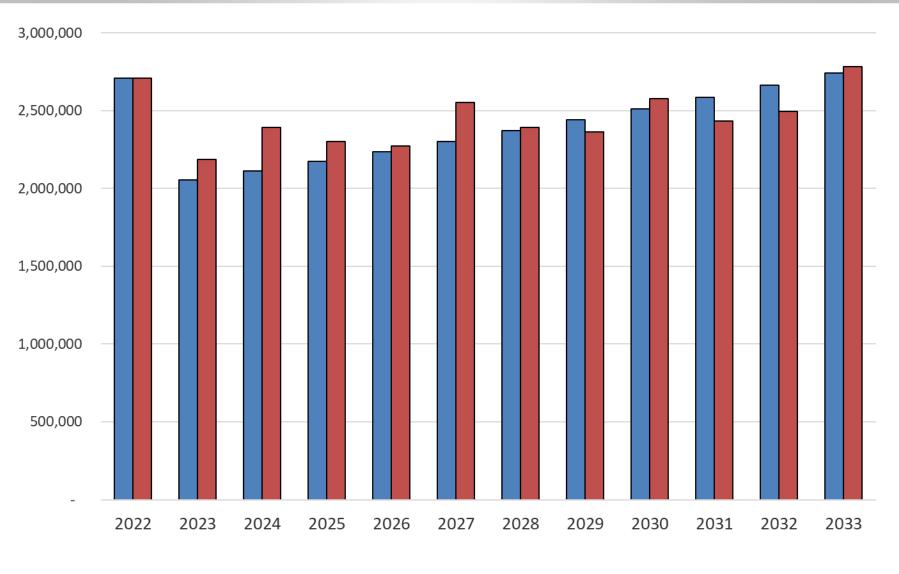


■ REVENUE ■ OPERATING EXPENDITURES

Peotone Financials – 3 FT FFs (1 FF Per Day)

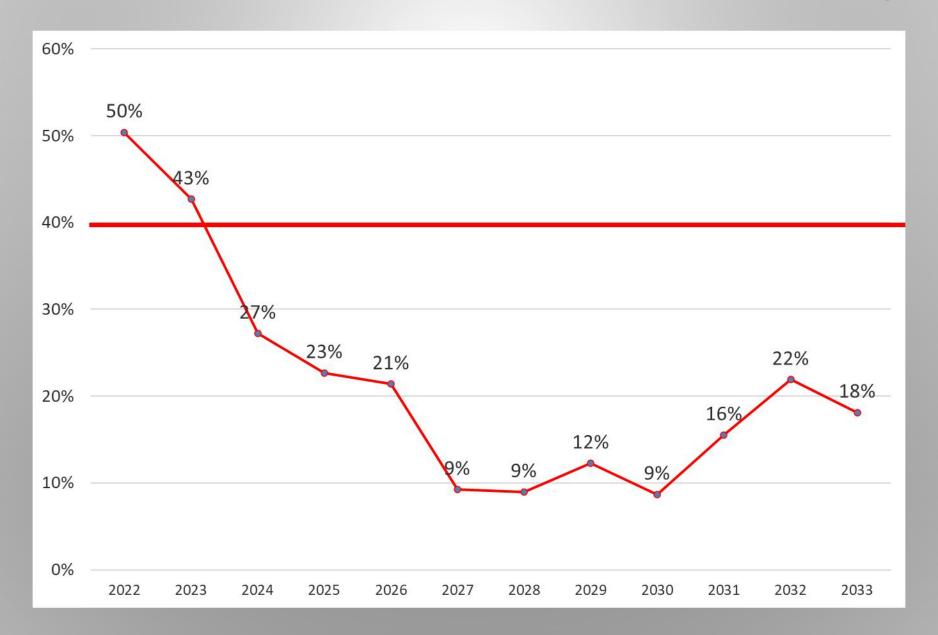


Peotone Financials – 3 FT FFs and Chief (1 FF Per Day)

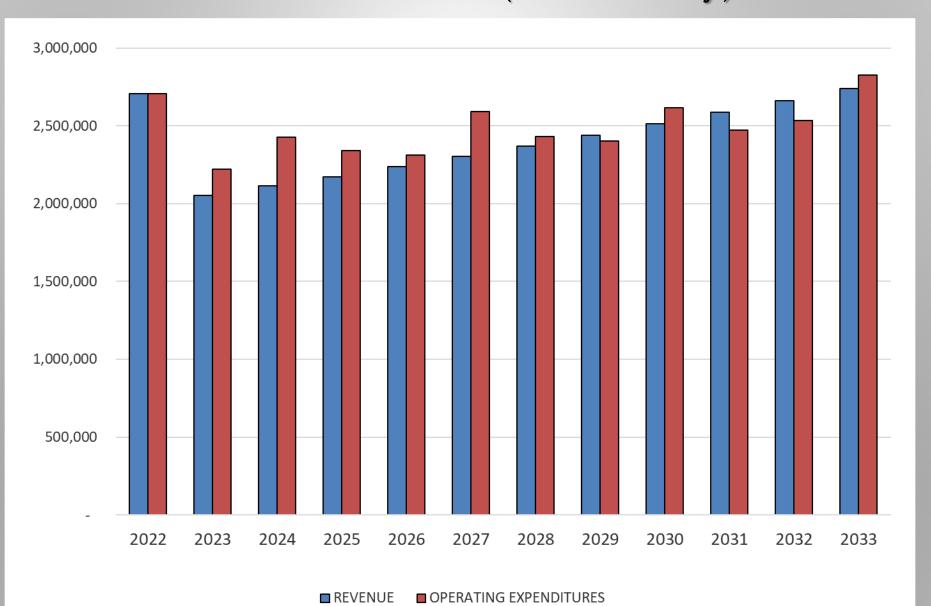


■ REVENUE ■ OPERATING EXPENDITURES

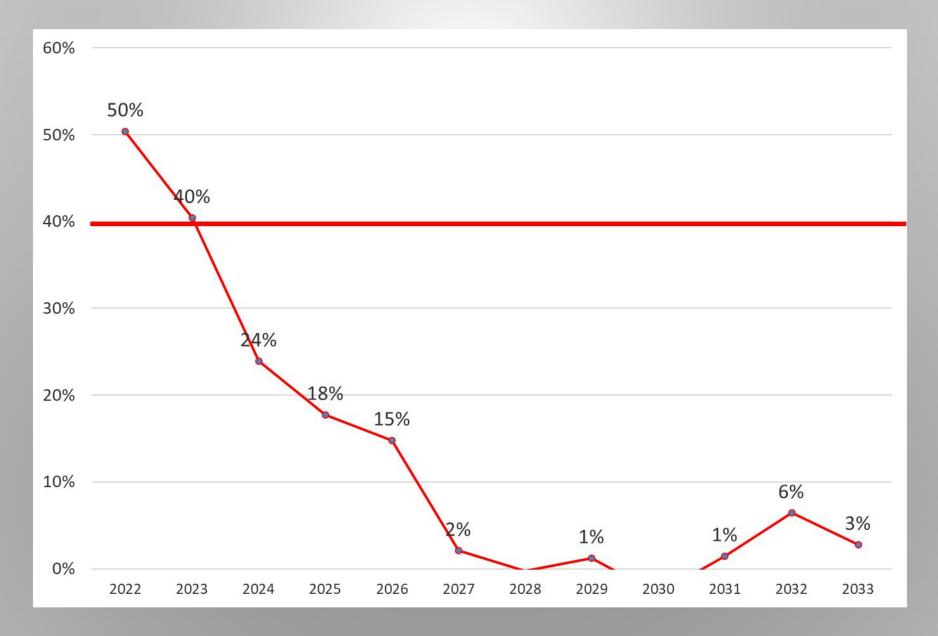
Peotone Financials – 3 FT FFs and Chief (1 FF Per Day)



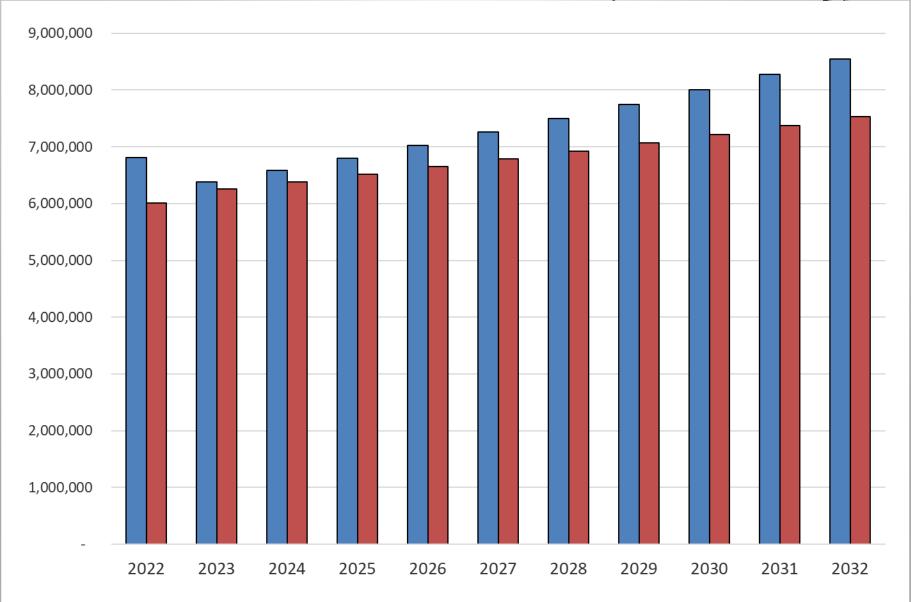
Peotone Financials – 6 FT FFs (2 FF Per Day)



Peotone Financials – 6 FT FFs (2 FF Per Day)



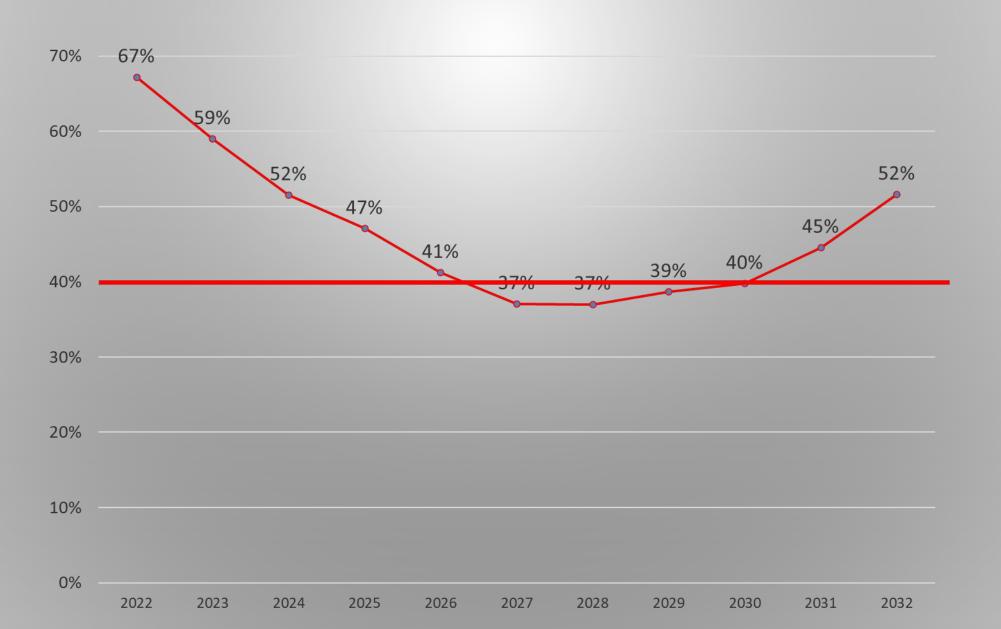
Consolidated Financials – 24 FT FFs (8 FFs Per Day)



■ REVENUE ■ OPERATING EXPENDITURES

Consolidated Financials – 24 FT FFs (8 FFs Per Day)

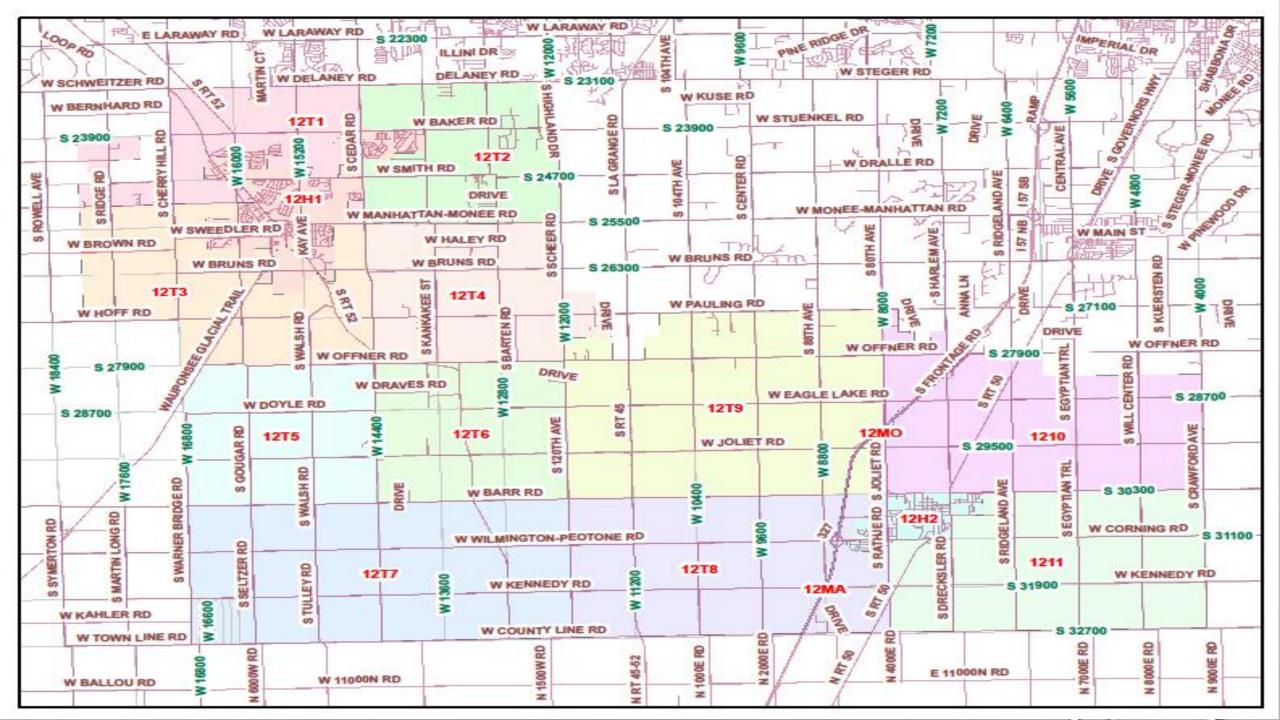






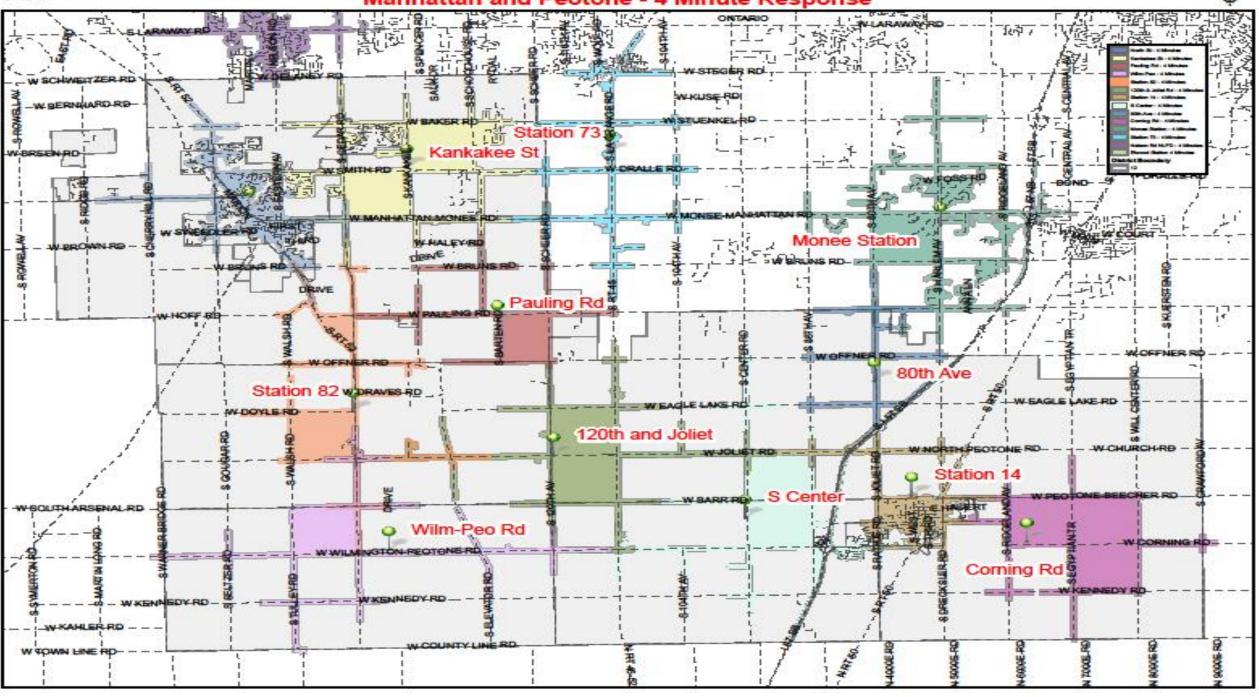
FUTURE PLANNING

- STAFFING
- STATION LOCATIONS
- FLEET / FACILITIES
- OPERATIONS / RESPONSE
 - STANDARD OF COVER DATA
- ADMINISTRATION BUILD-OUT
- SUPPORT SERVICES



the local data in the

Manhattan and Peotone - 4 Minute Response



the lot of the lot of

Manhattan and Peotone - 8 Minute Response

