

DEC 23 2024

LORI GUMMOW

**HARLEM ROSCOE FIRE PROTECTION DISTRICT****REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEES ON LOCAL  
GOVERNMENT EFFICIENCY ACT****1. UNIT OF GOVERNMENT SUBMITTING THIS REPORT****HARLEM ROSCOE FIRE PROTECTION DISTRICT**

Our Mission: The Harlem Roscoe Fire Protection district is dedicated to providing the highest standard of service to the community through prevention, training, education and emergency services. Our purpose is to save lives, reduce injuries and protect property.

**2. INFORMATION ABOUT THE FIRE DISTRICT**

- A. The office is located at Station 1, 10544 Main St, Roscoe, Illinois with the District serving the community and responding out of three strategically located fire stations.
- B. Our Fire Protection District is located in WINNEBAGO COUNTY and covers about approximately 80 square miles serving a population of roughly 35,000 residents.
- C. Our Board of Trustees is comprised of three members.
- D. Our Fire Protection District consists of approximately 65 firefighters and support personnel. Our firefighters are cross-trained in fire, medical and rescue skills. Several of the fire personnel also hold titles for special skills.
- E. Our budget for the 2024/2025 fiscal year is \$32,301,426.00, such amount includes cash reserves and potential annual receipts from all sources.
- F. Our Fire Protection District's 2023 tax levy distributed in 2024 is \$6,476,762.19.

**3. INFORMATION ABOUT OUR COMMITTEE**

- A. COMMITTEE MEMBERS: Al Bach, Bart Munger, John Donahue, Donald Shoevlin, John Bergeron, John Donavan
- B. DATES THAT OUR COMMITTEE MET: 10/28/24; 9/23/24; 11/25/24, and 12/10/24 .- A survey of the public was conducted as part of each meeting per the requirements of the Act, with no persons giving any input.

**4. PROGRAMS OFFERED BY OUR FIRE PROTECTION DISTRICT**

- A. Our District offers the following services and programs:
  - 1. Respond to building, vehicle, grass/brush/field fires.
  - 2. Respond to activated fire and carbon monoxide alarms.

3. Respond to motor vehicle accidents, providing extrication services if necessary.
  4. Respond to EMS calls, providing up to ALS 2 level care.
  5. Provide mutual aid assistance to co-members of MABAS.
  6. Provide public relations and fire safety/prevention services to local schools and community organizations.
  7. Provide Smoke and CO Alarm Checks by request.
  8. Provide Home Fire Safety Inspection Checklist via our website.
  9. Provide monthly newsletter via our website with valuable information and updates.
  10. Provide hazardous materials response, technical rescue response, and water rescue response.
- B. The District is a member of the Illinois Association of Fire Protection Districts (hereinafter "IAFPD"). Being a member of this organization has allowed the opportunity for education and training for the District Trustees to keep abreast of changing requirements to provide services to the District's taxpayers.

## **5. SERVICE/INTERGOVERNMENTAL AGREEMENTS**

- A. Mutual Aid Box Alarm System - Illinois Member: As a member, the District is part of a multi-state mutual aid group, which can provide mutual aid assistance across all disciplines of the fire service and EMS. this could be in the form of manpower, equipment, special response teams and etc. Regionally, we are a member of MABAS Division 8, which consists of Fire and EMS agencies from 23 Fire Districts in the surrounding communities. Our residents have benefited from these agreements by having a pre-planned, readily available, no cost, mutual aid solution made up of several departments or districts and their personnel across the area.

## **6. We have reviewed the following in performing the Committee's duties under the Act.**

### **Annual Calendar Checklist**

It was found that the District is actively addressing each item on the IAFPD Calendar recommendations.

### **Review of the most recent Budget and Appropriation Ordinance**

It was found that the Budget is being prepared on time and that the Budget is reflective of the District's actual spending.

Review of Illinois Open Meetings Act (5 ILCS 120)

It was found that the District is in compliance with the Illinois Open Meetings Act.

Review of the most recent Tax Levy

It was found that the Levy is based on the needs of the District while the District strives to control costs, realizing the tax burden on its constituents.

Review of Audit Procedures

It was found that the District is in compliance with ILCS statutes regarding Audits and financial reports. The financials are reviewed yearly, and a fiscal year Audit is being performed annually by an independent party and filed as required with the Illinois Comptroller's office.

Review of Current ISO rating (insurance services)

It was found that the current ISO rating for the District is as low as it can be. Such ratings reflect good standing for the District and keeps insurance costs down for its taxpayers.

Review of the location, condition and adequacy of the District's physical facilities

The District serves its constituents from 3 strategically located Fire Stations. The facilities are well maintained and currently sufficient for the District needs.

Review of the District's inventory of fire apparatus and other emergency vehicles

It was confirmed with Fire Chief Bergeron that a capital replacement program has been formally enacted as an efficient mechanism to ensure continued fully operational apparatus are available to respond to emergency calls for service.

Review of PPE and SCBA equipment, radio and communication equipment, and rescue gear/related equipment

It was found that the equipment is sufficient and is updated as needed to provide adequate protection to the District's firefighters. As with fire apparatus and emergency vehicles, grants are sought after where applicable.

#### Water Supply

The water for the tankers and engines is supplied by area fire hydrants maintained by North Park Water District and have been sufficient for our needs. The District has the capability of drawing from open water sources if the need arises.

#### Dispatching Services

Dispatching Services are currently contracted for with the City of Rockford, which has been found to be the most efficient and effective method for emergency dispatch at this time.

#### Illinois Freedom of Information Act (5 ILCS 140)

Designation of FOIA Officer: There is currently a FOIA Officer in place.

FOIA Officer Training: FOIA Officer has completed FOIA Officer training.

Computation and Retention of FOIA Requests: There is a system in place for the handling and retention of FOIA requests.

All of our Officials required to have filed their statement of economic interests (5 ILCS 420/4A).

Sexual harassment prevention training (755 ILCS 5/2-109c)  
Sexual harassment prevention training is timely conducted.

After examining each of the foregoing areas, the committee has determined that with its available resources, the Harlem Roscoe Fire Protection District is providing the most excellent and professional comprehensive fire and rescue service it can. The District has recently pursued and achieved becoming a full time department to the end of providing more consistent availability of personnel and retaining such personnel for the mission of the District.

#### Upon Review:

##### 1- Areas of District's greatest strengths and efficiencies:

Dedicated group of firefighters, EMS and support staff.

Quality leadership from the Officers.

Good dedicated trustees who are conservative and frugal to wisely spend the tax levy money raised over the years to propel us forward in our endeavor to upgrade and improve our community's emergency services.

The Buildings and equipment are frequently being evaluated and are well maintained.

There is good response times and coordination with other departments for Mutual Aid.

The District is financially stable.

Policies and procedures are in place and up to date to keep up with current requirements.

Much attention is given to areas of financial management and efficiency.

2- Areas of District's deficiencies/challenges:

Future recruitment of volunteers is getting more difficult.

Continued retention of firefighters hired full time or paid on call.

The Committee concluded that: The District has strived to keep up with the demands for service to their community as resources allow. The Trustee Board is very supportive and does their best to evaluate needs that are presented to them and address those needs in the most efficient way possible. Leadership staff spend time pursuing quality low cost options to address needs as they arise, including pursuing grant opportunities that may be available. Inflation and staffing remain particular concerns and the District staff and Trustees remain vigilant in pursuing solutions to these and other issues as they arise.

Upon submission of this report, the committee is dissolved in accordance with the Act.

Respectfully submitted:

Bart Munger

Al Bach

John Donahue

John Donovan

John Bergeron

Donald Shoenlin