

5.5 **POWERS AND DUTIES OF CHIEF**

5.5.1 **GENERAL SUPERVISION.** The Chief shall have the general supervision of the Department, which supervision shall be subject to and not conflict with this chapter and the bylaws of the Department. The Chief shall provide or be accountable for the safety of the members of the Department. The Chief shall also obey all lawful written orders of the Village President as approved by the Village Board.

5.5.2 **PRESIDING OFFICER.** The Chief or, in his absence, the highest ranking staff officer shall preside at all meetings of the Department, call special meetings, preserve order, decide all points of order that may arise, and enforce the provisions of this chapter and the bylaws.

5.5.3 **COMMAND OF FIREFIGHTING AND EMERGENCY MEDICAL SERVICE (EMS) OPERATIONS.** The Chief or, in his absence, the highest ranking line officer shall be present at all fires, if possible, and have complete command and entire accountability for all firefighting operations, plan the control of the same, direct the action of the Department when it arrives at a fire, observe that the Department does its duty, grant leaves of absence at a fire when he may deem it proper, and see that the Department equipment is kept in operable condition at all times, and is also responsible for all EMS operations.

5.5.4 **DISCIPLINARY ACTION.** The Fire Chief shall, in accordance with the Department bylaws, have the power to suspend, demote, expel or otherwise discipline members of the Department, subject to appeal to the Village Board.

5.5.5 **ENFORCEMENT OF FIRE PREVENTION ORDINANCES.** The Chief shall enforce all fire prevention ordinances of the Village and the State laws and regulations pertaining to fire prevention and shall have a formal fire prevention program.

5.5.6 **FIRE RECORDS.** The Chief shall keep fire/EMS records, using the State form, of every fire/rescue to which the Department was called.

5.5.7 **APPARATUS INVENTORY.** The Chief shall keep an inventory of all apparatus and equipment.

5.5.8 **DUTIES AS COMMANDING OFFICER.** The Chief shall perform such other duties as are usually incumbent on the commanding officers of fire departments.