

WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

March 11, 2010

Regular Meeting

Douglas Joseph opened the meeting at 7:00 p.m., and led the Pledge of Allegiance.

ROLL CALL:

Etna – Randy Foor; Reynoldsburg – Douglas Joseph; Harrison – Larry Kretzmann; Jersey – Derek Myers; Kirkersville – Sharon Temple; Pataskala – Pat Sagar.

APPROVAL OF AGENDA:

Mr. Joseph asked for changes to the Agenda, and receiving none, the Agenda stands approved.

RECOGNITION OF GUESTS: Carl Reedy, Med3000; Regina Moore and Jennifer Henley, Cost Recovery Corporation

SWEAR IN

The following part-time firefighters were sworn in as new employees by the Fiscal Officer: William Greenwalt, Todd McKenzie, Calvin Messer, William Spradlin.

PRESENTATIONS:

Carl Reedy of Med3000 provided an EMS Billing Presentation to the Board. The District is not required to bill our taxpayers for EMS; collected tax dollars provide that service. An EMS Billing Program is set up to be sensitive to the taxpayer. Private insurances pay off EMS bills – which could be as much as 100%. Per the ORC, a portion of all health insurance must be for ambulance service. If approved, billing rates would be established by the District, and be reflective of what it costs the District to provide EMS services. Projected additional revenue based on our estimated number of billable transports was an estimated minimum of \$939,675 and \$1,033,643 maximum. Per Mr. Reedy, the majority of the U.S. participates in EMS Billing – it is a means of collecting insurance dollars and returning them to the community to support EMS operations.

Regina Moore of Cost Recovery Corporation provided a presentation regarding billing for traffic crash response. The focus is on negligent non-residents, not District taxpayers. Claims are filed with the “at-fault” party only – there is no out-of-pocket cost to residents. There is no charge to the District for CRC services. CRC bills a separate administrative fee on top of department charges directly to the insurance company or responsible party.

The Board concurred that further discussion was warranted regarding both of these presentations as proposed additional revenue sources for the District.

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mr. Kretzmann motioned to approve the February 17, 2010 special meeting minutes as presented. Mr. Myers seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Kretzmann motioned to approve the February 2010 Bank Reconciliation and STAR Ohio investment Statements, and January and February 2010 CDARS Statements. Mr. Myers seconded. Vote: Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Kretzmann motioned to approve warrants 24961 - 25040. Mr. Foor seconded. Vote: Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes. **Motion carried.**

NEW BUSINESS:

C. Approval of Purchases

- 1) Mr. Foor motioned to approve the purchase of vehicle emergency warning equipment from B & C Communications in the amount of \$7,138.91. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes. **Motion carried.**
- 2) Mrs. Sagar motioned to approve the purchase of 15 each KnoxBox® KeySecure® units and software package from the Knox Company at a cost of \$8,611. Mr. Kretzmann seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzman, yes. **Motion carried.**
- 3) Mr. Kretzmann motioned to approve the purchase of EMS Protocol Software from Responsoft™ LLC at a cost of \$5,189. Mr. Foor seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**
- 4) Mr. Foor motioned to approve the purchase of Fire·Test·Banks®, LXR·Test® software, and test scanner from Performance Training Systems, Inc. at a cost of \$8,789. Mrs. Temple seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**
- 5) Mr. Kretzmann motioned to complete the expenditure authorized in November, 2009 to purchase \$12,000 in WorkRite station wear uniforms. Mrs. Sagar seconded. Vote: Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

- 6) Mrs. Sagar motioned to approve baseline Haz-Mat Team physicals for 11 District Haz-Mat Technicians at a cost of \$781 each. Mr. Kretzmann seconded. Vote: Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes. **Motion carried.**

CHIEF'S REPORT:

- A. This Saturday (3/13), the new part-time candidates will have completed the four-day orientation process and will be assigned to one of the three Units. They will work with the respective Battalion Chiefs and Lieutenants to become familiar with District procedures, until they are ready to work as independent members of the Department. One performance check-off will be required during the orientation process, and two more check-offs to demonstrate their ability to perform successfully.
- B. All of the candidates who took the Acting Lieutenant's promotional test were given the opportunity to review the customized test and challenge the questions. Only three of the candidates who took the test passed. Two candidates submitted a list of questions that they would like reviewed by the panel that is set up per the Bargaining Agreement. That panel will be set up within the next week. Following that review, there will be an interview panel to follow the other steps of the Bargaining Agreement.
- C. The testing for career positions at C-TEC has been rescheduled to March 24th.
- D. Chief Fulmer received a call from Senator Schaffer that we have received a green light from the Department of Commerce to meet with the State Fire Marshall's office to review pieces of property suitable for our needs.
- E. Mr. Foor motioned to approve permission to proceed with the Request for Proposal for Architect and Engineering as presented to the Board based on approval from legal counsel. Mrs. Sagar seconded. Vote: Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes. **Motion carried.**

FISCAL OFFICER'S REPORT:

Ms. Krugh reported that she had completed all requirements for the 2008-2009 Audit. The Post Audit is tentatively scheduled to be held in executive session during the May 13th regular Board meeting.

The 1st Half 2010 Tax Advance in the amount of \$3,650,390 was received from the Licking County Auditor, and has been transferred to STAR Ohio.

Ms. Krugh requested that Mr. Joseph sign his new Public Official Bond which will be effective until the first regular meeting in January, 2011.

COMMITTEES' REPORTS:

Records Commission (Joseph, Krugh):

The Records Commission met prior to tonight's regular meeting. Mr. Joseph's name was added to the RC-2 Schedule of Retention/Disposition as signing authority on behalf of the Board. No other revisions were made to the RC-2. The District's Record Commission is now in compliance for holding at least one annual meeting.

Chief Fulmer inquired whether any Board members had completed Public Records training, and several Board members responded yes.

Chief Fulmer informed the Board that a proposal for Sparky's House would be ready sometime in the near future for their consideration.

Mr. Kretzmann motioned to go into executive session at 8:45 p.m. to consider the appointment, employment, promotion or compensation of a public employee per ORC 121.22, G(1), and reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment. Mr. Foor seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzman, yes. **Motion carried.**

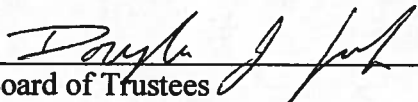
Mr. Kretzmann motioned to come out of executive session at 9:07 p.m. Mrs. Sagar seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Jersey – Mr. Myers, yes; Etna – Mr. Foor, yes; Harrison – Mr. Kretzmann, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

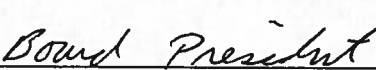
There being no further business, Mr. Joseph adjourned the meeting at 9:07 p.m.

Respectfully submitted,


Elisabeth M. Krugh
Fiscal Officer

APPROVED:

 _____
Board of Trustees Title

 _____
Title

Note: These minutes are unofficial, subject to amendment, until approved by the Fire Board Members.

Guests present: AC Ken Mathews, AC Harold Williams, BC Tom Bingham, on-duty Unit 3 Firefighters, Peggy and John Davis