



WEST LICKING JOINT FIRE DISTRICT BOARD OF TRUSTEES

October 13, 2011

Regular Meeting

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

ROLL CALL:

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

RECOGNITION OF GUESTS:

On September 6th, our EMS unit was dispatched to Tween Brands for an unresponsive person. Tween Brands' employees through a team effort, began CPR and utilized their AED until our EMS personnel arrived and could take over to provide definitive care and transport the patient to the hospital. The following individuals were presented with Certificates of Appreciation: Opha Lawson, Tom Larason, Thomas Lopez, John Walton, and David Renaud. Certificates were also presented for those recognized individuals not in attendance: Rick Wissinger, Shirley Johnson, and Jeremy Osborn.

OPEN DISCUSSION: None

APPROVAL OF MINUTES:

Mrs. Sagar motioned to approve the September 8, 2011 meeting minutes. Mr. Foor seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Pat Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

APPROVAL OF FINANCIAL STATEMENTS:

Mr. Foor motioned to approve the September, 2011 Bank Reconciliation and STAR Ohio Investment statement. Mr. Joseph seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

APPROVAL OF VOUCHERS:

Mr. Foor motioned to approve warrants 26618 - 26717. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes. **Motion carried.**

NEW BUSINESS:

A. Approval of Purchases

1. Mr. Foor motioned to approve the purchase of a server replacement not to exceed \$20,224.55. Mr. Joseph seconded. Vote: Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes. **Motion carried.**

B. Discuss Draft Policies/Procedures

1. Mr. Foor motioned to approve the health insurance opt-out policy as presented herein. Mr. Joseph seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**
2. Mrs. Sagar motioned to approve the Fire Chief position description as presented herein. Mr. Foor seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

CHIEF'S REPORT:

- A. Chief Fulmer updated the Board on School Code Enforcement. A meeting is being scheduled with the three school superintendents within the next few weeks to discuss changes in the Code. This will be an informative meeting where we will tell them what they are doing wrong and needs to be fixed, but will have to be a School District decision(s).
- B. Chief Fulmer provided an update on the recent Fire Safety Month Open House. Unfortunately, attendance was low due to bad weather with approximately 150 attending, but everyone there seemed to have a good time.
- C. Chief Fulmer provided information regarding the no-cost Target Safety Training Platform that is being utilized by District personnel as a tool for maintaining certifications, on-line training, etc.
- D. October anniversaries and birthdays were recognized.

ASSISTANT CHIEF'S REPORTS:

- A. AC Ken Mathews provided an update regarding the out-of-service Medics during the past month. Chief Mathews stated the District is behind one year in Medic replacements. There was discussion regarding the benefits of ordering a Medic with a large chassis versus a small chassis, and engine problems that are related to the emission controls mandated by the Federal EPA. The Board reached a consensus that we should order another Medic identical to the one that was just ordered

through State contract, and requested AC Mathews to procure research and/or recommendations on large versus small chassis from other entities for our next purchase.

Mr. Foor motioned to pursue the next vehicle (Medic) and appropriate in the 2012 Budget. Mr. Joseph seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

B. AC Harold Williams informed the Board that FF/Medic Ginger Miller would be going to the National Fire Academy for the Fallen Firefighters ceremonies this weekend. It is an honor to be allowed to escort families of fallen firefighters at the NFA.

C. AC Harold Williams provided an update regarding the Emergidata Project – there was confusion regarding additional funding for this project, and we need to determine how we are going to finance this. Options open to us include: ask the voters for increased millage; limit services to match current revenue; EMS billing whereby the vendor will assume funding for EMS reporting; adjustment to our capital improvements (budget); or hold off and initiate this project in FY2012, which is the least desired option because of double EMS reporting. AC Williams recommended EMS billing be implemented by the District. Chief Fulmer concurred, and stated that the Board needs to make a decision regarding EMS billing. Mr. Kretzmann inquired whether we should educate the citizens first, or go ahead and implement it. He would like to see an educational proposal before he gives his vote. The consensus of the Board was that implementation should take place first, and education second. Mr. Joseph stated that education will be easier once this program is in the process of being implemented; the citizens will pay more attention to it. Mr. Joseph further stated that we are one of the few remaining entities that don't do EMS billing; the fact that so many Departments have adopted EMS billing, this is a strong testament that this system works. The majority of the Budget Committee, with one dissenting vote by Mrs. Temple, has completed reviewing all Requests for EMS Billing Proposals and recommends MED3000 for potential EMS billing. The Board agreed to move forward even though Mr. Myers was absent, and put this item to a vote.

Mr. Joseph motioned to adopt the Budget Committee's recommendation to implement EMS Billing and utilize MED3000 as the billing company. Mrs. Sagar seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, *no*; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, *no*. **Motion carried.**

D. EMS Operating Supplies were included within the Fiscal Officer Supplemental Appropriations motion.

FISCAL OFFICER'S REPORT:

A. The Fiscal Officer reported that tax revenue was received as follows: MFD Homestead Rollback in the amount of \$4,186.86.

B. Resolution 2011-12 Supplemental Appropriations to the FY2011 Operating Budget:

<u>Account Code</u>	<u>Account Name</u>	<u>Supplemental Appropriations</u>
1000-110-100-0100	Salaries - Career NonUnion	\$ 20,000
1000-110-100-0101	Salaries - Career Union	\$ 60,000
1000-110-100-0105	Salaries - Longevity	\$284,000
1000-110-215-0000	OP&F Pension Contributions	\$200,000
1000-110-311-0000	Accounting/Legal Fees	\$ 15,000

1000-110-318-0120	Training – Tuition Reimbursement	\$ 5,000
1000-110-323-0311	Fuel	\$ 30,000
1000-110-420-0202	Operating Supplies – EMS	\$ 10,000
1000-120-352-0000	Water/Sewer	\$ 1,400
Total Supplemental Appropriations:		\$625,400

Mrs. Sagar motioned to approve the FY2011 Supplemental Appropriations as presented herein. Mr. Joseph seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes. **Motion carried.**

HUMAN RESOURCES REPORT:

A. Terra Metzger advised the Board that all personnel files have been audited per standards set forth by the State Auditor. There were three findings that require Board action regarding hire dates for current employees. Past Board minutes do not reflect accurate hire dates for AC Harold Williams, BC Tom Bingham, and FF/Medic Mike Byrd.

Mrs. Sagar motioned to approve original hire dates for the following current employees: AC Harold Williams hire date as April 16, 1979 with a starting salary of \$10,500/year; BC Tom Bingham’s hire date as January 3, 1988; and FF/Medic Mike Byrd’s hire date as January 3, 1988. Mr. Foor seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

B. Mrs. Sagar motioned to approve Chase McDonald’s leave of absence request for Ohio Department of Natural Resources training from October 24, 2011 until June, 2012. Mr. Kretzmann seconded. Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Pat Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

C. Mrs. Metzger informed the Board that we are currently looking for any warehouse or facility in our District that would be open to letting us use their facilities to do CPAT testing.

D. Mrs. Metzger provided an update regarding the Bargaining Unit Position Descriptions. She stated that the Committee had met prior to tonight’s meeting and they have agreed upon all language.

IAFF LOCAL 3025: None

COMMITTEE’S REPORTS: None

EXECUTIVE SESSION:

Mr. Joseph motioned to go into executive session at 8:27 p.m. to consider the compensation of a public employee, land acquisition, and collective bargaining. Mrs. Sagar seconded. Vote: Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Harrison – Mr. Kretzmann, yes. **Motion carried.**

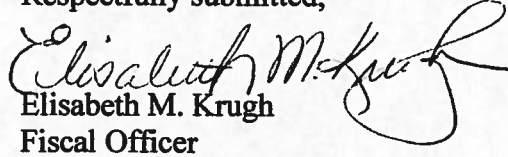
Mr. Foor motioned to come out of executive session at 9:03 p.m. Mrs. Sagar seconded. Vote: Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes. **Motion carried.**

Mr. Foor motioned to begin health insurance opt-out payments as soon as the insurance plan allows. Mr. Joseph seconded. Vote: Reynoldsburg – Mr. Joseph, yes; Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Mrs. Sagar, yes. **Motion carried.**

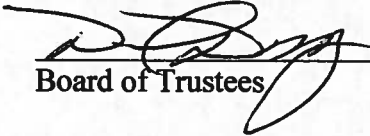
Mrs. Sagar motioned to approve the Delta Dental insurance renewal and add x-rays and preventive care to the plan. Mr. Joseph seconded. Vote: Vote: Harrison – Mr. Kretzmann, yes; Etna – Mr. Foor, yes; Kirkersville – Mrs. Temple, yes; Pataskala – Pat Sagar, yes; Reynoldsburg – Mr. Joseph, yes. **Motion carried.**

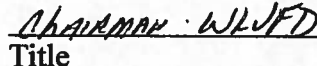
There being no further business, Mr. Kretzmann adjourned the meeting at 9:06 p.m.

Respectfully submitted,


Elisabeth M. Krugh
Fiscal Officer

APPROVED:


Board of Trustees


Title

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

Guests present: AC Ken Mathews, AC Harold Williams, Terra Metzger, on-duty Unit 2 Firefighters, Opha Lawson, Lana Lawson, John Walton, David Renaud, Thomas Lopez, Tom Larason