

MINUTES OF THE REGULAR WORK SESSION OF  
THE O'FALLON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
May 8, 2014

Approved, Board Mtg of 5-22-14

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on May 8, 2014, at Station #1's Multipurpose Room, 119 East Elm Street, O'Fallon, MO. Director Laughlin called the meeting to order at 7:00 p.m. Notice of said meeting had been provided at least 24 hours in advance of the meeting by posting the meeting time in the case on the outside wall of the Administrative Offices at Station No. 1. The following Directors were present: Director Bill Laughlin, Director Matt Gober, and Director Matt Simmons. The following staff members were present: Interim Chief Mel Emge, Division Chief-Training Ken Vomund, Division Shift Chief Chuck McCoy, Financial Director Bob Cerrano, Captain Mary Emge, Captain Matt Braile, Captain Andy Parrish, Captain Mike Alcorn, Captain Chris Jones, Shop Steward Eric Johnston, Engineer Mike Knipping, Engineer Dave Koenig, Engineer Chad Vesely, Engineer Darwin Shepherd, and Board Secretary Karen Lucido. Fire Marshal Morrison was absent due to vacation.

The following guest was present: Attorney Neil Bruntrager.

The Pledge of Allegiance was lead by Chief Emge, followed by Captain Emge's reading of the Firefighter Prayer.

BOARD OF DIRECTOR INSTALLATION

Director Laughlin stated Matt Simmons retained his director seat in the April Election and administered the Oath of Office to Director Simmons. Congratulations were given.

Director Simmons made a motion to nominate Bill Laughlin as Chairman of the Board, seconded by Director Gober. Upon roll call the vote was:

Ayes:	(3)	Directors Laughlin, Gober and Simmons
Nays:	(0)	None
Absent:	(0)	None

Motion declared and carried.

Director Laughlin made a motion to nominate Matt Simmons as Vice-Chairman of the Board, seconded by Director Gober. Upon roll call the vote was:

Ayes:	(3)	Directors Laughlin, Gober and Simmons
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Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Director Simmons made a motion to nominate Matt Gober as Board Treasurer, seconded by Director Laughlin. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Director Laughlin made a motion to nominate Karen Lucido as Board Secretary, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Ms. Lucido signed her Oath of Office.

Director Laughlin made a motion to nominate Bob Cerrano as Budget Officer, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Mr. Cerrano signed his Oath of Office.

FINANCIAL MATTERS:

There was further discussion regarding Station #1 Roof Repair. A motion was made by Director Laughlin to ratify the Station #1 Roofing contract with Geissler per the terms of their bid and RFP 2014-08; Financial Director Cerrano authorized to sign the contract, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Chief Vomund stated that Geissler roofing had completed the high portion of the roof and work is going well; he stated they negotiated their per-board amount down to \$50.00 per replacement board.

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There was further discussion regarding the 1997 Freightliner sale. Chief Vomund stated the Board had previously dropped the asking price of the Freightliner to \$60,000.00, but he has not received any offers. Financial Director Cerrano stated we may have to sell it for \$30-35,000 to make it affordable to smaller departments with limited funds. Discussion held. Chief Vomund recommended dropping the price to \$50,000 and ask any interested party to make an offer. A motion was made by Director Laughlin to reduce the asking price of the 1997 Freightliner to \$50,000.00, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

There was further discussion regarding FGM Architects – Amendment #2. Financial Director Cerrano stated this amendment was regarding the traffic lights for the new station. He stated it appears the City may accept a letter from Bax Engineering to install a flashing light rather than require a full stop light. There were no questions or comments. A motion was made by Director Laughlin to ratify FGM Architects Professional Services Agreement – AIA Document #B132 Amendment #2, for Traffic Engineering Services, as presented; Director Laughlin authorized to sign the Agreement, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

There was further discussion regarding renewing the PAS Agreement. Financial Director Cerrano stated this our agreement for EAP services for our employees and there is a slight rate increase for 2014. There were no questions or comments. A motion was made by Director Laughlin to approve the 2014 PAS Agreement for EAP Services, as presented; Director Laughlin authorized to sign the Agreement, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Financial Director Cerrano requested the Board authorize the District's enrollment in E-verify; there is no cost to enroll, but this is required when hiring new

employees. A motion was made by Director Laughlin to authorize the District's enrollment in E-Verify at no cost to the District, seconded by Director Simmons.

Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

There was further discussion regarding new Station #1. Chief Vomund stated a construction pre-bid meeting was held and had approximately 20 attendees; the meeting went well.

There was further discussion regarding Station #4 Mold Remediation. Chief Vomund said he met with Mr. Petrucci and he reviewed everything that was done regarding remediation at Station #4. Chief Vomund reviewed the results, and all testing results were within normal ranges. There was considerable dust in the overhead vents which has been cleaned. He stated the remediation company stated that individual pathogen testing could run as high as \$500.00 per test. They recommended that any employee having symptoms at the station immediately get a blood test to try to determine if they have a specific pathogen present and if so, the station can be tested for that specific item to determine if it is coming from the station. Discussion held regarding how the ducts are insulated.

There was further discussion regarding the Solar Panels. Chief Emge stated Brightergy is waiting on receiving the checks from the District; Financial Director Cerrano stated we received one \$50,000 rebate check today which will be forwarded to Brightergy. As soon as they receive each station's rebate check, that system will be turned on. Chief Emge stated he and Cpt. Alcorn met with Brightergy at Station #1 so they could determine how to place the solar panels and run cables. This will be done when the roofing work is completed. Director Simmons stated he received much positive feedback from citizens during his recent campaign about the District using solar energy.

#### LABOR MANAGEMENT

There was further discussion regarding the Fitness Program. Shop Steward Johnston reviewed the numbers for attendance at Club Fitness and they are increasing, however, the numbers may be higher as it appears not all card swipes

are being read in the system. He stated Labor Management has recommended stopping the current Trainers now, and discontinue trainer assessments after they finish out this year's assessment, then after that use Club Fitness for assessments, and continue Club Fitness memberships through December 2014 when LMC will re-evaluate the program. He stated going with Club Fitness will be less expensive than the trainers. Director Simmons stated he is satisfied if we are indicating attendance numbers are increasing and the cost to the District will decrease. Director Laughlin stated he wants to be certain Club Fitness is being utilized by the majority of employees, not just a small number attending frequently. A motion was made by Director Laughlin to approve Labor Management Committee's recommendation to discontinue the use of Fitness Trainers as of May 12, 2014, finish the 2014 Trainer Assessments then discontinue, and to continue Club Fitness Memberships through 2014 when the workout program will be re-evaluated, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None

Motion declared and carried.

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Captain Alcorn stated Labor Management recommended changes to three policies; one is the current Overtime Policy and he reviewed the proposed changes that included method for calling in overtime. Financial Director Cerrano reviewed the proposed changes to the College Tuition and Per Diem policies that included Winter and Summer Fire School reimbursements and changes to per diem procedure and amounts. The three policies were posted for 30 days and employee comments were reviewed prior to labor management's recommendation. A motion was made by Director Laughlin to approve revised policies #218-Overtime; #253-College Tuition and Seminar Attendance, and #253.01-Per Diem and Travel Reimbursement as presented, per labor management committee's recommendation; Interim Chief Emge authorized to sign the policies, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None

Motion declared and carried.

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OPERATIONS

There was further discussion regarding Volunteer Turnout Gear. Chief Emge stated that per the Board's authorization, Cpt. Emge had obtained rental prices for turnout gear, and is ready to make her recommendation and order the rental gear for the Volunteers. Director Laughlin requested no action on this item and review it again at the next Board Meeting.

There was further discussion regarding the 364 Extension. Chief Emge stated that trucks are taking longer to get to certain places once dispatched and stated the District is looking at rebuilding their response zones. Engineer Vesely stated that the truck must go to Bryan Road and then back around to get to the North Service Road, but response time is still within 5 minutes.

OTHER ITEMS FOR CONSIDERATION

Chief Emge stated that he received a copy of the SCCAD Medical Director Agreement and requested Attorney Bruntrager review the agreement prior to having the Board sign it. Discussion held about what the contract is. Attorney Bruntrager stated he is familiar with the contract and it will have a minimal cost to the District. He will review the contract.

Chief Emge stated he attended the St. Charles County Emergency Services Association meeting and the chiefs were asked to support Bill Zayer for Missouri State Fire Marshal. He stated the new radio system should go on line soon with testing mid-June into July; someone from the District must be present during a portion of the testing.

Captain Emge stated that her two-year program with the I-Chiefs had concluded. She stated she was requested to serve on a panel to represent fire departments regarding NFPA requirements for washing and maintaining gear, and stated that O'Fallon Fire was in the 1% that is maintaining their gear correctly. She stated the Chairman of the Technical Committee asked her to apply to serve on it which will give fire departments a voice in setting NFPA compliance standards. The Board encouraged Cpt. Emge to apply.

Director Gober stated that he recommended the Board suspend Daily Journals currently being done by the chiefs and department heads. He stated they were very helpful for the Board to further understand day to day operations. Director Laughlin

thanked the members for doing the journals. A motion was made by Director Gober to suspend daily journals immediately, seconded by Director Laughlin. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

A motion was made by Director Laughlin at 7:43 p.m. to go into Closed Session pursuant to Section 610.021 (1) Legal Actions involving a public governmental body and confidential or privileged communications between a public governmental body or its representatives and its attorneys; (2) Leasing, purchase or sale of real estate by a public governmental body, (3) Personnel matters, (12) Any documents related to a negotiated contract until a contract is executed, and (13) Individually identifiable personnel records or records pertaining to employees, after a 10 minute break, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

A motion was made by Director Laughlin at 8:09 p.m. to adjourn the Closed Session and reconvene in Open Session, seconded by Director Gober. Upon roll call the vote was:

Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Director Laughlin announced that during the Closed Session the Board approved hiring Tom Vineyard as Fire Chief of the District beginning May 19, 2014, per the following action: A motion was made by Director Laughlin to hire Tom Vineyard as Fire Chief of the O'Fallon Fire Protection District beginning May 19, 2014, at the same level and pay as the previous chief, seconded by Director Gober. Upon roll call the vote was:

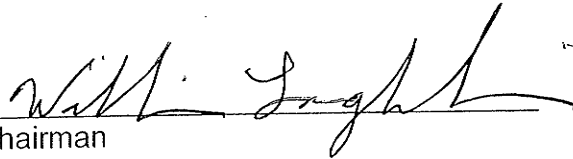
Ayes: (3) Directors Laughlin, Gober and Simmons  
Nays: (0) None  
Absent: (0) None  
Motion declared and carried.

Director Laughlin announced the next Regular Board Meeting is set for Thursday, May 22, 2014, 7:00 p.m., at Station #1.

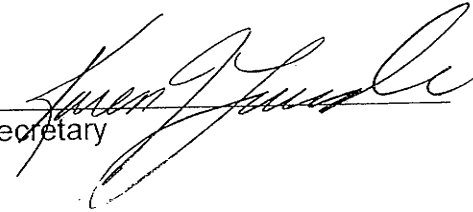
A motion was made by Director Laughlin, seconded by Director Gober to adjourn the meeting. Upon roll call the vote was:

Ayes:	(3)	Directors Laughlin, Gober and Simmons
Nays:	(0)	None
Absent:	(0)	None
Motion declared and carried		

There being no further business, the meeting was adjourned at 8:10 p.m.

  
Chairman

ATTEST:

  
Secretary

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