

Approved, Board Mtg of 2-26-15

MINUTES OF THE REGULAR WORK SESSION OF
THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
February 12, 2015

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on February 12, 2015, 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: Chief Tom Vineyard, Assistant Chief Ken Vomund, Financial Director Bob Cerrano, Battalion Chief Mel Emge, Fire Marshal Mark Morrison, Captain Mark Ballmann, Shop Steward Eric Johnston, Assistant Shop Steward Chad Vesely, and Board Admin Assistant Karen Lucido.

The following guest was present: None

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

FINANCIAL MATTERS:

Financial Director Cerrano stated the District ended 2014 with a \$490,000.00 Budget Surplus and reviewed his recommendations for those surplus monies, that included a contribution of \$300,000 to the Retiree Insurance Fund, \$72,000 to remain in the Vehicle Fund, leaving an estimated \$8,000 surplus for 2015 operations. He stated that the recommended annual contribution to the Retiree Insurance is usually \$250,000. Discussion held regarding the importance of keeping the Retiree Insurance Fund adequately funded. Consensus to accept Mr. Cerrano's recommendations, and the Board congratulated him on his work in keeping the Budget in line. A motion was made by Director Simmons to Transfer \$300,000.00 from the General Fund to the Retiree Insurance Fund, per Financial Director Cerrano's recommendations, 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.

Chief Vineyard said that since fire suppression has moved into new Station #1, there are several pieces of old equipment without a resale value left in the E. Elm Building that included lockers, several old refrigerators, and several small pieces of furniture. He requested Board permission to offer these items to District employees by sealed bid. Financial Director Cerrano stated that these items hold no monetary value. Chief Vineyard and Asst. Chief Vomund will compile the list of items available for bid. Consensus from the Directors to proceed with the employee auction.

Captain Ballmann stated that he has an opportunity to purchase a Malinois puppy for K-9 Search & Rescue through "Canine Unlimited of Tulsa, Inc.". This would be a replacement for K-9 Jaxson that Cpt. Ballmann had obtained last year as a rescue dog. K-9 Jaxson did not work out in that venue as he could not be relied on to always indicate when he made a find. Jaxson was not purchased by the District and has since been adopted by a family as a pet. Cpt. Ballmann reviewed the extensive training K-9 Search Dogs must go through, how they are licensed and certified and used on crime and investigative scenes. His ability to obtain a puppy will allow adequate training from the beginning. The organization adopting out this Malinois puppy usually adopts to law enforcement, but since the puppy has an inadequate bite she cannot be used in that line. She has had no aggressive training, but is receiving basic obedience training. The cost to adopt the Malinois puppy and fix her bite will be \$1,500.00. An in-depth discussion was held on how this K-9 would be utilized. Director Laughlin asked about a warranty if it did not work out; Cpt. Ballmann said the canine would be given back and the District's money returned. All agreed that the District also utilizes its K-9 in many PR events, and she would also be part of the USAR Team. A motion was made by Director Laughlin to approve the purchase of one, Malinois puppy from Canine Unlimited of Tulsa, Inc., for the purposes of K-9 Search & Rescue Training for a not to exceed amount of \$1,500.00; Captain Ballmann assigned to the K-9 Unit, 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.

LABOR MANAGEMENT

Chief Vineyard stated that the Fitness Committee devised a Return to Work/Return to Work Testing policy; Labor Management approved the policy and it has been voted on and approved by Shop members. He stated upon the Board's approval this new policy will become part of the Collective Bargaining Agreement. The Board reviewed the policy. A motion was made by Director Laughlin to approve the new Return to Work Policy as presented, Chief Vineyard authorized to sign the policy, 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 Vineyard stated that the Hiring Committee devised a Captain's Promotional Process policy; Labor Management approved the policy and it had been voted on and approved by Shop members. He stated upon the Board's approval this new policy will become part of the Collective Bargaining Agreement. The Board reviewed the policy. A motion was made by Director Laughlin to approve the new Captain's Promotional Policy as presented, Chief Vineyard authorized to sign the policy, 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 Vineyard stated that Labor Management and he devised a new policy, CPR-AED Class for the Public; this policy was posted for employee comments. He stated he previously discussed implementing this program with the Board. Recommendations are to make this class free of charge to District citizens who would also have first chance at the class, and non-District residents would be charged a fee; the class would be taught by District employees. He stated classes would be advertised on our website. Director Gober questioned if the District could be held

liable if someone takes the class and there is an issue when they used that training. He contacted Attorney Bruntrager by phone, who stated this falls under the Good Samaritan Law and while we could ask for a waiver from the attendees, the District would be okay not having one. A motion was made by Director Laughlin to approve the new CPR-AED Public Class policy as presented, Chief Vineyard authorized to sign the policy, 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 Vineyard stated that Labor Management is recommending a revision to the Volunteer Qualifications Policy of removing the residency requirement. This policy was posted for 30 days for employee comments. A motion was made by Director Laughlin to approve revised Policy #117 – Volunteer Qualifications, as presented, Chief Vineyard authorized to sign the policy, 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

Chief Vineyard stated that the Firefighter-EMT Hiring List process was in progress. Application submittal opened February 2 and will go through February 13, 2015. There have been 154 application packets picked up and 65 packets returned to-date. The Hiring Committee and Chief Vineyard will convene after the submittal date is closed to begin reviewing the submitted applicant packets.

Chief Vineyard stated that Assistant Chief Vomund and another member will go to Pierce and look at the refurbished ladder truck, and if Chief Vomund gives his approval, the truck could be back in service by February 26, 2015. Chief Vomund will turn over the check for refurbishment to Pierce if he believes everything is completed and okay.

OTHER ITEMS FOR CONSIDERATION

Chief Vineyard said the crews have moved into the new station. There is one outstanding issue regarding the Rain Garden that falls under Lamb's contract. Lamb is requesting to transfer this 3-year contract to the landscaper, and O'Fallon City has no objection to that transfer. Fire Marshal Morrison stated we could get the money back from Lamb for this portion of the contract, go out to bid and may receive a cheaper bid. Fire Marshal Morrison described how the Rain Garden works and its relation to the Clean Water Act. Chief Vineyard said that since the station is completed, Lamb would like to close out their contract and have the District deal directly with the landscaper. Discussion held. Financial Director Cerrano said there would be a change order to reduce cost, with Paric. Director Gober asked if there were any mechanical or electrical issues with the new station. Chief Vineyard said one small issue with the gas monitor sensor that needs to be repositioned because it is going off continually. Other than that he has heard nothing but complements. Chief Vineyard said the insulator forgot to put insulation in a third of the building, but this has been fixed. Consensus from the Board that there is no issue transferring the Rain Garden Contract from Lamb.

Chief Vineyard stated that Paric and FGM submitted preliminary designs for the building on Laura Hill Road and will come back with renovation costs next week.

A motion was by Director Laughlin at 7:40 p.m. to go into Closed Session after a 5 minute break, pursuant to RSMo 610.021 (2) Leasing, purchase or sale of real estate by a public government body; (12) Any documents related to a negotiated contract until a contract is executed; (13) Individually identifiable personnel records or records pertaining to employees, 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 at 8:15 p.m. by Director Laughlin to adjourn the Closed Session and reconvene in Open Session, seconded by Director Gober. Upon roll call the vote was:

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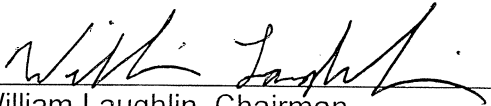
Ayes: (3) Directors Laughlin, Gober and Simmons
Nays: (0) None
Absent: (0) None
Motion declared and carried.

Director Laughlin announced that the next regular Board Meeting will be held February 26, 2015, beginning at 7:00 p.m., Administration Building.

A motion was made by Director Laughlin to adjourn the meeting, 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 being no further business, the meeting was adjourned at 8:16 p.m.



William Laughlin, Chairman

ATTEST:



Karen Lucido, Recording Secretary
Board Administrative Assistant