

Approved, Board Mtg of 10-22-15

MINUTES OF THE REGULAR WORK SESSION OF  
THE O'FALLON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
October 8, 2015

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on October 8, 2015, at the Administration Building Board 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 Vineyard, Fire Marshal Mark Morrison, Financial Director Cerrano, Battalion Chief Andy Parrish, Shop Steward Captain Eric Johnston, Volunteer President Neil Fredrick, and Board Administrative Assistant Lucido. Assistant Chief Ken Vomund was excused.

The following guests were present: None.

The Pledge of Allegiance was lead by Chief Vineyard followed by Fire Marshal Morrison's reading of the Firefighter Prayer.

FINANCIAL MATTERS:

Administration Renovation. Per Chief Vineyard: Met with the architect and Pinnacle and signed contract per the Board's motion of September 24, 2015. He stated Glaziers will do the window tinting on the Laura K building. Demo will begin next week; final permits are needed from the City; and Pinnacle estimates 8 weeks for completion after 3 days of demo work. Much of the existing furniture in Administration will be used in the new building.

LABOR MANANGEMENT

Chief Vineyard reviewed the proposed revisions to the Firefighter Policy, the policy was posted for employee review and Labor Management is recommending Board approval of the revised policy. There were no questions or comments. A motion was made by Director Laughlin to approve revised Policy #116-Firefighter as presented; Chief Vineyard authorized to sign policy, 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.

Chief Vineyard stated that Labor Management is in the process of reviewing the Bidding and Purchasing Policy, cleaning up language and revising the purchase order limit criteria and recommending revisions that will reflect changes in District practices due to Financial Director Cerrano's retirement.

Chief Vineyard stated the first Payroll through ADP was run last week and went well. Leave Requests will now go through ADP, reducing much paperwork for the Accounting Clerk.

Chief Vineyard stated he met with Spencer Design regarding redoing the District's Public Website. Labor Management Committee will assist with ideas in designing the site.

Chief Vineyard stated that a separate committee will be formed regarding Retiree Health Insurance, and will probably again use the Actuary who performed the District's last study. Pension Board members will be asked to join this committee. The District currently has 5 retirees using the retiree health insurance and can have up to 6 or 7 on the plan at one time.

Chief Vineyard said the Truck Committee has added several members and will meet to begin planning on replacing 9154, tentatively looking at late 2016, when 9154 will be approximately 15 years old. Chief Vineyard will talk with Bond Counsel regarding paying for a new truck out of General Funds and then reimbursing the District with Bond monies.

Chief Vineyard stated the District received the employee ID system and he is in the process of generating IDs for all District employees.

OPERATIONS

Chief Vineyard stated that the annual Fire Safety Muster was held Sunday and it went well; had good participation, and Channel 2 aired a spot on the event. Volunteer Firefighter Neil Fredrick devised a Firefighter Challenge for Kids this year that was very successful; and Director Laughlin thanked Firefighter Fredrick, the Volunteers and Fire Prevention for all the work in putting this event together.

Chief Vineyard stated the Shift Training Officer positions have been filled with:

A-Shift – Captain McCutchen; B-Shift – Captain Miller; and C-Shift – Captain Braile.

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OTHER ITEMS FOR CONSIDERATION

None.

A motion was made at 7:21 p.m. by Director Laughlin 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 government body; and (12) Any documents related to a negotiated contract until a contract is executed, and (13) Individually identifiable Personnel records, 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.

At 7:42 p.m. a motion was made by Director Laughlin 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 the next regular Board Meeting will be held October 22, 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 7:43 p.m.

  
William Laughlin, Chairman

ATTEST:

  
Karen Lucido, Recording Secretary  
Board Administrative Assistant