

Approved Board Mtg of 3-28-19

MINUTES OF THE REGULAR BOARD MEETING
OF THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
February 28, 2019

A Regular Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, February 28, 2019, at the Administration Building Board Room, 111 Laura K Drive, O'Fallon, MO. Director Laughlin called the meeting to order at 7:04 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. The following Directors were present: Director Bill Laughlin, Director Matt Simmons, and Director Matt Gober (by phone conference at 7:05 p.m.). The following staff members were present: Chief Tom Vineyard, Assistant Chief Ken Vomund, Assistant Chief Brian Moore, Fire Marshal Mark Morrison, Battalion Chief Andy Parrish, Shop Steward Captain Eric Johnston, Captain Mike Alcorn, Captain Gary McCutchen, Engineers Kelly Ennis, Ron Ormsby, Neil Fredrick, Jr. Firefighter Ennis, and Board Administrative Assistant Karen Lucido.

The following guests were present: Attorneys Neil Bruntrager and Jonathan Bruntrager

The Pledge of Allegiance was led by Chief Vineyard, followed by the reading of the Firefighter Prayer.

A motion was made by Director Laughlin to approve minutes of the prior Regular Board Meeting of January 24, 2019, and Regular Board Work Session of February 14, 2019, as presented, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (2) Directors Laughlin, and Simmons
Nays: (0) None
Absent: (1) Director Gober
Motion declared and carried.

TREASURER'S REPORT

Director Laughlin gave the Treasurer's Report for Director Gober, stating a general checking account balance of \$1,125,461.05. There being no questions, a motion was made by Director Laughlin to approve payment of bills as presented, seconded by Director Simmons. Upon roll call the vote was:

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Ayes: (2) Directors Laughlin, and Simmons

Nays: (0) None

Absent: (1) Director Gober

Motion declared and carried.

CITIZEN COMMENTS: None.

COMMUNICATIONS:

Shop Steward Johnston announced the Firefighter Community Outreach Trivia Night fundraiser is being held March 8, 2019.

OLD BUSINESS

There was further discussion of Station #3's renovation. Chief Vineyard stated significant progress has been made and should be completed by end of March.

There was further discussion of Station #4's renovation. Chief Vineyard stated the renovation is coming along well; basement is done, walls primed and painting to begin; all trades should be done overhead. Insulator was in and completed pipe wrapping the ductwork last week.

There was further discussion on the process for hiring 6 Firefighter EMT/P's. Chief Vineyard stated 59 applicants took the written test; there were 4 no-shows.

There was further discussion on the sale of the 2007 Ladder Truck; Assistant Chief Vomund stated it has been listed for \$300,000.00 with Brindlee Mountain.

NEW BUSINESS

Chief Vineyard reviewed the need for a new Breathing Air Compressor for Station #4, the current one is past its life expectancy and was purchased used many years ago. It is inadequate now and takes a long time to fill bottles. Chief Vineyard stated there is one machine at Station #1, and with this purchase no additional units will be needed. Discussion held. A motion was made by Director Laughlin to approve the purchase of one, Bauer Unicis 4 High Pressure Breathing Air Compressor from Banner Fire Equipment, Inc., an HGAC contract procurement vendor, per the specifications of their quote dated February 22, 2019 of \$53,096.00 for the Compressor system and \$3,575.00 for set up and installation; Assistant Chief Vomund authorized to sign quote, 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 the Board previously approved the PSIN system, now known as First Arriving, and it is in the 2019 Budget. This is a staffing, events, calls, and weather information system that runs on monitors. There will be one monitor at each station. Discussion held. A motion was made by Director Laughlin to approve the digital dashboard system from First Arriving, per the terms of their quote dated February 25, 2019 with a first-year cost of \$4,639.00 and subsequent annual fees of \$2,792.00; Chief Vineyard authorized to sign 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.

Chief Vineyard stated that the Pension Board approved Resolution 2019-001 for a Procurement Action Plan for Investment Services following Missouri Revised Statute 105.702. RPA is the District's pension broker and they are bound to the provisions of this statute also. Discussion held. A motion was made by Director Laughlin to ratify and approve the action of the Board of Trustees on February 28, 2019 in adopting Resolution 2019-001: Procurement Action Plan for Money Management, Brokerage & Investment Counseling Services, a copy of which is attached hereto, in satisfaction of the requirements of Section 105.702 of the Missouri Revised Statutes and directs staff to implement its provisions, 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.

Fire Marshal Morrison stated the Large Format Scanner the Fire Prevention department uses to scan blueprints and plans has stopped working, and was at the end of its life expectancy 2 years ago. The printer portion of the equipment is still working. Replacing the Scanner may cost up to \$10,000.00. Chief Vineyard recommended purchasing the Scanner outright instead of a lease-purchase agreement to avoid interest costs. This is a single-source item and he should have a quote for approval at the next Board meeting.

Chief Vineyard showed the Directors the final 2 versions of the new proposed OFPD logo. He will send an email to all employees and volunteers for a final vote.

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A motion was made at 7:15 p.m. by Director Laughlin to go into Closed Session after a 10 minute break under RSMo 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; and (13) Individually Identifiable Personnel Records, 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.

A motion was made at 7:48 p.m. by Director Laughlin to adjourn the Closed Session and reconvene in Open Session, seconded by Director Simmons. Upon roll call the vote was:

Ayes: (2) Directors Laughlin, Gober, and Simmons
Nays: (0) None
Abstain: (1) Director Gober (phone attendance)
Absent: (0) None
Motion declared and carried.

Director Laughlin announced the next Regular Board Meeting is scheduled for Thursday, March 14, 2019 at 7:00 p.m.

A motion was made by Director Laughlin to adjourn the meeting, 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 being no further business, the meeting was adjourned at 7:49 p.m.


William Laughlin, Chairman

ATTEST:


Karen Lucido, Recording Secretary
Board Administrative Assistant

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RESOLUTION #2019-001
BY BOARD OF TRUSTEES
APPROVING PROCUREMENT ACTION PLAN
FOR MONEY MANAGEMENT, BROKERAGE & INVESTMENT COUNSELING
SERVICES


WHEREAS, Section 105.702 of the Missouri Revised Statutes requires that all retirement plans as defined under Section 105.660 develop a procurement action plan for utilization of minority and women money managers, brokers, and investment counselors and further requires that such retirement systems report their progress annually to the joint committee on public employee retirement and the governor's minority advocacy commission.

NOW THEREFORE, the Board of Trustees hereby adopts the Procurement Action Plan for Money Management, Brokerage & Investment Counseling Services, a copy of which is attached to this Resolution. The Chair of the Board of Trustees is authorized to execute the Plan on behalf of the Board of Trustees.


Dated this 28 day of February, 2019

APPROVED:


WILLIAM LAUGHLIN
Board Chairman


MATTHEW GOBER
Board Treasurer


MATTHEW SIMMONS
Board Secretary


MICHAEL ALCORN
Pension Board Member


MARK MORRISON
Pension Board Member

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O'FALLON FIRE PROTECTION DISTRICT
MONEY PURCHASE PLAN BOARD OF TRUSTEES

Procurement Action Plan
For Money Management, Brokerage & Investment Counseling Services

Within the bounds of its fiduciary responsibilities under law, including but not limited to the provisions of RSMo. Section 105.688, the Board of Trustees for the O'Fallon Fire Protection District Money Purchase Plan (the "Plan") hereby adopts, effective on the date set forth below, the following procurement action plan to assure equal opportunities for minorities and women to participate as principals and employees in the areas of money management, brokerage, and investment counseling services:

In soliciting proposals from money managers, brokers and investment counselors, the Plan will include as a specification the requirement of an affirmative action plan.

Contracts with money managers, brokers and investment counselors will require the contractor to maintain an affirmative action plan with respect to the employment of women and minorities.

When soliciting proposals from money managers, brokers and investment counselors the Plan will publicize the contract process that will apply in a manner like to inform qualified firms owned by minorities and women.

The Board will review the Procurement Action Plan annually. The Board shall report progress annually to JCPERS (Missouri State Capitol Building, Room 219-A, Jefferson City, MO 65101) and the Missouri Minority Business Advocacy Commission (301 W. High Street, P.O. Box 1157, Jefferson City, Missouri 65102).

To qualify as a minority or women-owned firm, such firm shall:

- > Be domiciled in the US.
- > Be owned or controlled by one or more individuals who collectively are women or who qualify as a minority as defined below. Ownership is classified as having a controlling interest in the firm of at least 51%.
- > Have such women or minority owners involved in the daily business operations of the firm.

As used in this policy, the term "minorities" includes, but is not necessarily limited to, African American, Native Americans, Hispanic Americans, and Asian Americans.

ADOPTED BY THE BOARD OF TRUSTEES ON THIS 28 DAY OF February, 2019.

William Laughlin, Chair of the Board of Trustees

Karen J. Lucido, Admin Asst.

Trust: