

MINUTES OF THE REGULAR WORK SESSION
OF THE O'FALLON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
June 13, 2019

A Work Session of the O'Fallon Fire Protection District Board of Directors was held on Thursday, June 13, 2019, at the Administration Building Board Room, 111 Laura K Drive, 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. The following Directors were present: Director Bill Laughlin, Director Matt Simmons, and Director Matt Gober. 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, and Board Administrative Assistant Karen Lucido.

The following guests were present: Attorney Neil Bruntrager, and Rick Rognan, CPA

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

FINANCIAL MATTERS:

Rick Rognan reviewed the Amended 2018 Budget per the recommendations of the recent Audit. Discussion held. A motion was made by Director Laughlin to approve the Amended Budget as recommended by the District Auditors, seconded by Director Gober. Upon roll call the vote was:

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

Rick Rognan reviewed the District's monthly financial report for May 2019. The District remains in healthy financial shape with projection to remain at or under budget by the end of the year. Emergency calls continue to increase, this month 462 calls compared to 392 calls in 2018; increases were EMS related.

Sale of the 2007 Ladder Truck. Chief Vineyard requested Attorney Bruntrager review the purchase contract for the District's 2007 Ladder Truck, by a small fire

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department outside of New York for the sum of \$250,000.00. Discussion held. A motion was made by Director Laughlin to approve Agreement between the O'Fallon Fire Protection District and East Canada Fire District for purchase of a 2007 Pierce Quantum 100' Aerial Truck, as is, for the sum of \$250,000.00, per the terms of the Agreement; Director Laughlin authorized to sign Agreement, seconded by Director Gober. Upon roll call the vote was:

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

Chief Vineyard stated this is a small department with a small annual budget, and he recommended the District pay the transport cost of \$2,500.00. Discussion held; a motion was made by Director Laughlin to pay the cost of transporting the 2007 Ladder Truck to East Canada Fire District for the sum of \$2,500.00, seconded by Director Simmons. Upon roll call the vote was:

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

Chief Vineyard requested approval for a yearly subscription to Aladtec management and staffing software. This program will interface with the Emergency Reporting System and provide staffing options; this option is the least expensive and easiest to use for the District's staffing needs; and was included in the 2019 budget. Discussion held. A motion was made by Director Laughlin to approve Aladtec, Inc.'s quote for Schedule and Workforce Management software yearly subscription in the amount of \$6,739.20, per the terms of proposal dated April 29, 2019; Director Laughlin authorized to sign proposal, seconded by Director Simmons. Upon roll call the vote was:

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

Chief Vineyard reviewed the Emergency Reporting System that is in the process of being implemented to replace FireHouse Software. In-depth training will be beneficial to ensure all modules of this program are utilized, and requested a 1X, 2-day onsite training session be approved. Discussion held. A motion was made by

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Director Laughlin to approve Emergency Reporting System's quote for on-site training for transition from FireHouse to ERS for two days in the amount of \$4,000.00; Chief Vineyard authorized to sign proposal, seconded by Director Gober. Upon roll call the vote was:

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

LABOR MANANGEMENT

Chief Vineyard stated he met with Retired Battalion Chief Mark Stenger and Engineer Kory Dunn regarding obtaining new District badges. Preliminary discussion includes that each badge would contain the employees' ID and the employee would receive their badge upon retirement; possibly the District purchase one, and the employee purchase the second out of their clothing allowance. Badges cost approximately \$125.00 each. Research is ongoing.

Chief Vineyard stated that the digital dashboards are up and running. This is the PSIN system that the Board approved in 2018.

Chief Vineyard stated that the new SCBA compressor was delivered and set up at Station #4; electric still needs to be hooked up.

OPERATIONS

Chief Vineyard stated that the new battalion chief vehicle was received and is waiting on radios to be installed.

OTHER ITEMS FOR CONSIDERATION - None.

A motion was made by Director Laughlin at 7:38 p.m. to go into Closed Session, under 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, seconded by Director Gober. Upon roll call the vote was:

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

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A motion was made by Director Laughlin to adjourn the Closed Session and reconvene in Open Session at 7:53 p.m., seconded by Director Simmons. Upon roll call the vote was:

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

Director Laughlin announced the next regular Board Meeting will be held Thursday, June 27, 2019 at 6:00 p.m., with a pinning ceremony to follow at 7:00 p.m. at Station #3, for the newly hired Firefighter EMT/P's.

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, Simmons, and Gober
Nays: (0) None
Absent: (0) None
Motion declared and carried.

There being no further business, the meeting was adjourned at 7:55 p.m.


William Laughlin, Chairman

ATTEST:


Karen Lucido, Recording Secretary
Board Administrative Assistant