

Millersville Rural Fire Protection District

155 County Road 482

Millersville, MO 63766

Board of Directors Meeting

October 21, 2024

Date: October 21, 2024

Time: 6:32 P.M.

Call to order: President Robert Hull

Prayer: Pastor Jason Grubbs

Board Members Present: Robert Hull, Sheila Craft, Jason Grubbs, Jennifer Vandeven

Chief: Fire Chief Ray Warner

Deputy Chief: Bryan Burson

Auxiliary: Crystal Friedrich, President

The meeting was called to order at 6:33 PM by Robert Hull.

**PLEDGE OF ALLEGIANCE:**

All present recited the Pledge.

**MINUTES OF PREVIOUS Board Meeting/Work Session:**

Review of September 18, 2024, regular minutes:

* + Jason made a motion to approve the minutes with corrections, Robert seconded. All in favor and motion passes.

**TREASURER’S REPORT**: Account balances as noted per Jennifer’s report as of September.

Operations Account = $ 29,371.28

Operations Debit = $819.50

Auxiliary Account = $14,696.60

Debt Service Funds = $77,212.36

Money Market = $81,460.69

**Treasurer Statement** (as provided by the Treasurer):

* Ray noted there were 2 expenditures for $129.69 from Amazon but should have only been one. He will investigate.
* Due to concerns about USPS and checks not clearing; Jennifer will void the PWSD and AT&T check and pay online to ensure payments are applied timely.

The treasurer’s report was accepted as written.

*(Please refer to the attached Treasurer’s report.)*

**SECRETARY’S REPORT:** Robert included emails he sent.

**GUEST SPEAKERS:** none

**AUXILIARY REPORT:** Pancake breakfast on Saturday, 10/26, from 7a to 11a. Crystal will deposit any cash received. Jennifer confirmed we still have PayPal as an option to pay as well.

**FIRE CHIEF REPORT:** Chief Warner reported on the following (see also attached Chief's Agenda):

* + Run Reports for September - pretty slow with 15 calls; right at 2 weeks there were no calls. 4 EMS and 11 Fire calls.
    - New Reporting system is going to take some time to learn. Ray passed around quarterly reports from ER (old software) to let us see them as well as YTD report; 253 calls to end of September. We are ahead on the qty of calls from last year.
    - The report includes an estimate of value of loss for vehicle and property.
    - Sheila asked if we file for reimbursement for our efforts. Ray stated we utilize Fire Recovery to attempt to recover anything for non-district incidents.
      * The board agreed to better note which deposits are Fire Recovery vs other types of income/deposits.
    - Jennifer asked about Aid Received vs Aid Given; what do those numbers mean? Mutual Aid.
  + ESO reporting system - not getting much help with learning. The team from ESO has a checklist that we're supposed to do. ESO has stated that it will take 4-6 weeks from this week to complete the integration of the history from ER to ESO. The CAD (dispatch) system dumps into the reporting system and this is another thing we paid for; Ray has to send permission for each of these for ESO to begin any integration steps.
  + Streamline - We have to pay more this year because we wanted the option for people to give donations. This is something that's listed on the admin side that we were not aware was added but we have to pay for having for the last year due to a misunderstanding. Next year it will go back down $700 because we will not be utilizing it.
  + Still considering an IT position for all the online items to be done by the same person. This is on the backburner for the time being as the details are worked out. Perhaps a lieutenant position so there is some authority.
  + Grants:
    - APRA EMS truck was taken to Perryville today; gold leaf arrived last week. Hoping for completion by the end of this week to discuss equipment placement prior to putting into service.
    - APRA Communications Grant - pending receipt of funds from the EMS truck before purchasing the new radios.
      * Lots of confusion with regard to EIN; there are multiples for the department. Jennifer and Ray will compile a list of EIN that we are aware of.
    - AFG Grant was just awarded. Ray is talking to vendors about the gear and extractor. Also considering where to put these in the station with the appropriate utilities available.
      * Grant monies do not include installation costs.
    - SAFER Grant - awarded but Ray is still considering how to utilize it in addition to the LED sign. It is a 4-year grant so there is time.
      * Ray has already discussed with property owners of the location of the current sign (Belvy Miller) and they are willing to allow us to place the sign and provide the electricity.
    - Fire Prevention and Safety Grant - have not heard about this one yet.
      * This was for smoke detectors and some hourly wage, fuel, and tools to canvas the community and install free smoke detectors.
  + Department Vehicles
    - The new truck will be assigned to Station 2 and the Ambulance will go back to SOS at that time.
      * Jennifer asked about truck numbers: 35 is Millersville; the next number is station number (1, 2, 3); last number is the type of truck.
    - Still looking for a tanker.
  + Training
    - Basic Fire Class in Jackson the next 2 weekends and we've got 2 guys that attended.
  + New applications:
    - Colt Luttrell - former firefighter at MRFPD, left for military service.
    - Adara Thompson (online applicant)
    - Landon Hurst (Colby son) (Jr firefighter)
    - Next step is to contact them and have them come in to talk.
  + Deputy Chief
    - Ray is working on the exam right now, changing up just a bit. Ray elaborated on some of the types of things that may be on the exam. He has not put it out to the department yet. Intensity of the exam may vary depending on interest.
  + Training officer position
    - Still thinking about this; this is a complicated position to keep motivated and attendance
      * 4 trainings/mo. + possible work session if 5.
    - Considering compensation as an incentive.
    - It would require an annual tentative schedule.
    - May need a policy change.

**CLOSED SESSION:** No closed session.

**SOS UPDATES:** No updates.

**OLD BUSINESS**:

* + Purchase Secretary laptop.
    - Sheila and Ray will investigate options.
  + Dept employee contract renewals (as pertains to budget)
    - Sheila asked if we were still going to have 2 deputy chiefs. Ray said that is his intent.
  + Further discussion regarding $10 reimbursements for call out.
    - Ray has 2 sets of standards - one for staying on department and the second is to get paid. Ray has lowered these expectations as much as he can to still maintain his standards.
      * Training would be included in requirement.
    - Sheila asked if Ray had considered this anymore. Ray stated that we have had more people interested and responding and will likely be more responsive.
      * Next year's budget may be able to handle it.
      * Ray believes that the max may be an issue if there are those that max out early in the year.
      * Ray has attempted several incentives and increased the amount.
      * Sheila suggested: $10 per call.
      * Ray will maintain the standard for pay but increase the pay.
      * Start this on January 1, 2025.
      * Ray will put this in the recruitment packet that he's putting together as part of the SAFER grant.
    - Can this be flagged call reimbursement amounts?
      * Ray will track so we'll be able to see amounts.
    - How often to pay? Bryan will take a poll to see if quarterly, bi-annual, or annual pay is preferred.

**NEW BUSINESS**:

* + New Public Notary
    - Sheila will look into becoming a notary.
  + Robert asked about Annie still being on the bank account.
    - Jennifer reminded the board that we had decided to wait until we knew who was taking Annie's spot to do all the paperwork at the same time.
    - Discussion continued about the open position and upcoming elections/openings.
  + New truck replacement
    - Robert was talking about the tanker.

**NEXT MEETING:** November 18, 2024, 6:30 P.M.

**ADJOURNMENT**: Jason made a motion to adjourn, and Sheila seconded. Meeting adjourned at 8:12PM. All in favor. Motion passes.

Minutes approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Respectfully submitted,

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Robert Hull, Board President