

# MINUTES OF THE REGULAR MONTHLY MEETING OF THE OKOLONA FIRE PROTECTION DISTRICT

The regular monthly meeting, of the Okolona Fire Protection District, came to order at 7:00 PM, at 8501 Preston Highway, Louisville, Ky. 40219 on August 7, 2008 with the following individuals present:

Mr. Dorsey Powell  
Mr. Ed Hogan  
Mr. Jack Ragan, Treasurer  
Mr. Troy Kerr,  
Mr. Cary Luker, Secretary  
Mr. Mike Portman  
Mr. Lonnie Thurman  
Mr. Irv Maze, Attorney for the District  
Mrs. Rochelle Evans, Fire Department Secretary  
Col. Richard Carlson, Chief

Visitors:

Dr. Neal Richmond, LMEMS  
Craig Rodgers, LMEMS  
Rick Roller, LMEMS  
A/C Kyle Brown  
Tab Baechle  
Keith Durbin  
Dave Lindsey  
Deputy Chief Chris Gosnell

## I. ADMINISTRATION

The minutes of the July 10, 2008 meeting were presented for approval. Jack Ragan made the motion to accept the minutes as presented. Mike Portman seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the minutes of the July 10, 2008 meeting were duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## II. FINANCE AND ACCOUNTING

The treasurer submitted his report for the month of July 2008 which is summarized as follows:

**Beginning Balance:** as of July 1, 2008..... \$ 98,638.44

<b>Deposits</b> as of July 1, 2008.....	\$	430,305.41
<b>Withdrawals</b> as of July 1, 2008.....	\$	316,440.95
<b>Ending Balance</b> as of July 30, 2008.....	\$	212,502.90

Cary Luker made the motion to accept the treasurer's report as presented Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of July 2008 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **III. OLD BUSINESS**

#### **A. Emergency Medical Responses**

##### **1. Report update for the use of the new unit 8081**

For the month of July 2008, the unit responded to 112 calls, this kept the apparatus from having to respond. On projecting this out through the year, it is suggested that the unit 8081 saves the fire apparatus from responding to 1,344 calls each year or on a percentage basis is a reduction of 33%.

##### **2. Dr. Neal Richmond addressed the board of trustees**

Dr. Neal Richmond, the director of Louisville Metro Emergency Medical Services appeared before the board and shared his thoughts and concerns regarding the "echo level response" and perhaps persuading the district to add the Delta level response to our responding matrix. Upon this discussion between the representative present from LMEMS, the board of trustees and Chief Carlson, Chairman Powell stated that the board will allow the Chief to work with Emergency Medical Services to determine the best decision regarding our response level. The board however asked for written information from Dr Neal Richmond outline exactly what this entails on the need expected from the Okolona Fire District.

#### **B. Haz-Mat Funding**

A previous discussion regarding the Haz-Mat funding was re-visited from the July 2008 meeting to consider a request from the County Haz-Mat team to contribute one thousand dollars (\$1000.00) for supplies and equipment. The board requested at the July 2008 meeting a number of other department participating. Chief Carlson reported as of this date there has been 10-18 that have sent there one thousand dollars (\$1000.00) and elected to participate. Chief Carlson

advised the account "service vehicle replacement" was over budgeted and these funds can come from there. Ed Hogan made the motion to participate and give one thousand dollars (\$1000.00) to the County Haz-Mat team. Mike Portman seconded. The board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the Okolona Fire Department will participate through support for the County Haz-Mat team and will give one thousand dollars (\$1000.00) for this participation this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **C. New Table of Organization**

Chief Carlson submitted a new Table of Organization and a memo concerning the bureau sergeants to the board of trustees per the discussion at the July 2008 Board meeting. The Table of Organization as well as the memo outlining the salary and details of the bureau sergeants is attached for reference. Jack Ragan made the motion to approve the new Table of Organization and the bureau sergeants' new positions. Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions a new Table of Organization to go into effect as of this meeting as well as the placement of bureau sergeants and to proceed with the necessary steps to place individuals into these positions this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **D. Bereavement Leave**

At the July 2008 board of trustee meeting several discussions ensued regarding the current bereavement leave policy. Cary Luker made the motion for Article D Section four (4) to remain as it stands without changes. Lonnie Thurman seconded. Troy Kerr opposed. Board approved with 6:1.

***IT IS HEREBY RESOLVED that after proper motions the Article D Section four (4) of the Employee Handbook outline the bereavement policy remain unchanged and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

#### **IV. New Business**

##### **A. Unit 8011**

The discussion of replacing Unit 8011 due to its age, history of repairs and anticipated repairs was discussed at the July 2008 board of trustees meeting. It was suggested to take it to the transmission dealer that is used. The vehicle was taken to D&M Transmission where it was confirmed to have a rear differential issue with an imminent need to replace. The quote for replacement received was eight hundred and fifty dollars (\$850.00) Chief Carlson asked the board to reconsider not purchasing a new vehicle. Chief Carlson stated with the replacement of the rear differential, (L) side engine problems, manifold issue and needed new tires it will be very costly. The budget was planned for in this fiscal year. The cost for a new vehicle is twenty two thousand one hundred forty eight dollars and twelve cents (\$22148.12). After a discussion among those present, the previous motion from the July 2008 meeting to repair Unit 8011 stands. Cary Luker made the motion to proceed with the needed repairs. Troy Kerr seconded. Lonnie Thurman and Ed Hogan opposed. Board approved 4:2.

***IT IS HEREBY RESOLVED that after proper motions the board voted to continue with the repairs of 8011 and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

##### **B. Fire Hose needs**

The chief asks to replace 1000- of 5" (10) sections; 1000' of 2- ½ "(20) sections and 100' of booster hose (1 section) of fire hose. The best price received was from General Rubber of Nine thousand four hundred ten dollars and no cents, (\$9410.00). With the change in the Workers Compensation and the savings of thirteen thousand dollars (\$13,000.00), the Chief would like permission to adjust the budget by reducing the Worker's Compensation account and increase the New Equipment Portable and support account by this sum. The New Equipment Portable and Support account would be the account used to purchase this new fire hose. Cary Luker made the motion to purchase the 1000- of 5" (10) sections; 1000' of 2- ½ "(20) sections and 100' of booster hose (1 section) of fire hose and to adjust the budget as so stated. Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved the purchase the 1000- of 5" (10) sections; 1000' of 2- ½ "(20) sections and 100' of booster hose (1 section) of fire hose and to adjust the budget as so stated and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **C. Fitness Equipment**

It is requested to purchase two (2) elliptical fitness machines, one for station two (2) and the other for station three (3). We have received a price quote from Schellers Fitness in the amount of eight thousand two hundred seven dollars and thirty four cents (\$8,207.34). Ed Hogan made the motion to purchase both elliptical fitness machines in the amount of eight thousand two hundred seven dollars and thirty four cents (\$8,207.34). Mike Portman seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved the purchase both elliptical fitness machines in the amount of eight thousand two hundred seven dollars and thirty four cents (\$8,207.34) and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **D. Career Firefighter**

Due to personal reasons with FF Mark Little's hiring with the Highview Fire Department, FF Little has approached Chief Carlson with the desire to rehire him. Chief Carlson asked the board for permission to re-hire Mark Little. Cary Luker made the motion to re-hire FF Mark Little. FF Little will maintain all seniority dates due to his absence was less than 30 days as outlined in the Employee Handbook. Lonnie Thurman seconded. Troy Kerr opposed. Board approved 6:1.

***IT IS HEREBY RESOLVED that after proper motions the board approved to re-hire FF Mark Little and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **E. Career Employee Salary increases**

The current method of applying career employee salary increases is that anyone hired or promoted by Okolona after July 1, 2003 receives their increase on the anniversary date of their promotion or employment. Due to several problems that have been associated with this method, the chief would like the board of trustees to ratify his previous method of salary increase method to be done monthly regardless of the date the employees raise is due. There may be times when the employee would benefit from a few extra days of payment however this amount is minimal. This new system will be effective August 2008. Ed Hogan made the motion to begin paying pay raises on a first (1<sup>st</sup>) of the month basis during the calendar year. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved to begin paying pay raises on a first (1<sup>st</sup>) of the month basis during the calendar year for all employees and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## **F. Training Bureau Requests**

### **a. International Fire Service Accreditation Council Testing**

A number of our members are involved with the International Fire Service Accreditation Council (IFSAC) certification testing. There are two (2) components to this testing; practical testing and a written test. The members have completed the practical phase and must now take the written test. This written test is based on the National Fire Protection Association (NFPA) document on Professional Qualifications for Firefighters. This document has been revised as well as the testing process has seen a revision as well. The changes will take effect on September first (1<sup>st</sup>). The written test portion must be passed before September first (1<sup>st</sup>) if it is not passed the practical portion will be null and void and the process will have to be restarted meaning that the practical test will be based on the new standards. The only site offering this written test prior to September first (1<sup>st</sup>) is in London Kentucky. The training bureau requests approval to send six (6) members to the London testing site at a cost of eight hundred and forty dollars (\$840.00). There are sufficient funds in the special schools account to cover this expense. Cary Luker made the motion to send the six (6) needed individuals to London Kentucky to attempt passing the test. Mike Portman seconded. The board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved to send the six (6) needed individuals to London Kentucky to attempt passing the IFSAC written test and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### **b. Jefferson County Fire School**

The training bureau requests the board's approval to send ten (10) members to the annual Jefferson County Fire School. There are sufficient funds to cover this expense in the special schools account. Mike Portman made the motion to send ten (10) members to the Jefferson County Fire School. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved to send ten (10) members to the annual Jefferson County Fire School and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

***G. Volunteer Firefighters completing probation***

Volunteer members Rex Toler and Phillip McKenna have completed their probationary periods. They were voted on by the firefighters lending a unanimous vote on both individuals. They are recommended for trustee approval. Cary Luker made the motion to approve Rex Toler and Phillip McKenna. Mike Portman seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the board approved Rex Toler and Phillip McKenna to have completed their probationary period and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

***V. Executive Session***

The board entered into executive session at 8:15 p.m. to discuss an update concerning the possible sale of real estate. Cary Luker made the motion to enter into executive session. Mike Portman seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the Board of Trustees entered into executive session and it was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

***1. Re-entry to open session***

The board re-entered open session at 8:28 pm and during said Executive session Dorsey Powell, Chairman appointed Irv Maze as Special Firefighter subject to approval by the chief Justice. His term is effective from 08/07/2008 thru 08/07/2009. Mike Portman made the motion to appoint Irv Maze as Special Firefighter. Ed Hogan seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the Board of Trustees made the motion to appoint Irv Maze as special firefighter and it was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

**2. Station one (1) sign**

Ed Hogan to ask Billy Mattingly to re-contact Madonna Flood regarding the sign at station one.

**3. Deputy Chief Chris Gosnell**

Oath of office delivered to Chris Gosnell by Attorney, Irv Maze for the Deputy Chief position.

**VI. Adjournment**

There being no further matters for discussion Ed Hogan made the motion to adjourn. Troy Kerr seconded. The August 2008 Board of Trustee meeting adjourned at 8:32 PM.

Respectfully submitted,

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Cary Luker, Secretary

Attested:

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Dorsey Powell, Chairman