

# 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, on Thursday, January 7, 2010, at 8501 Preston Hwy., Louisville, Ky. 40219 with the following people present:

Mr. Dorsey Powell, Chairman  
Mr. Ed Hogan  
Mr. Cary Luker, Secretary  
Mr. Kyle Brown, Treasurer  
Mr. Michael Portman  
Mr. Lonnie Thurman  
Mr. Jason McGregor, Attorney for the District  
Chief Richard Carlson  
Deputy Chief Chris Gosnell  
Mrs. Rochelle Evans, Fire Department Secretary

## **Visitors:**

Phillip McKenna  
Bruce McKenna  
Dana McKenna  
Adam Lucas  
Ricky Carlson, Jr.  
Paul Pinson  
Michael Burckel  
Lee Cravens  
Billy Frank  
Jeremy Tanzilla  
Frankie Nalley  
Scott Underwood  
Bob Schmid

## **I. ADMINISTRATION**

The minutes of the Dec 3, 2009 meeting were presented for approval. Mike Portman made the motion to accept the minutes as presented. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED after proper motion to accept the minutes of the December 3, 2009 meeting and make it 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 December 2009 which is summarized as follows:

<b>Beginning Balance</b> as of December, 2009.....	\$ 451,632.53
<b>Deposits</b> as of December 31, 2009 .....	\$1,653,874.64
<b>Withdrawals</b> as December 31, 2009 .....	\$ 310,083.93
<b>Ending Balance</b> as of December 31, 2009 .....	\$1,795,423.24

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

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of December 2009 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## III. OLD BUSINESS

### A. Checkbook balance at the end of 2009 Tax Year

As noted at the December 2009 meeting, it appeared our checking account would have an unusually high balance (282,237.82) at the time we received our tax distribution from the sheriff's office. Due to the interest rates being comparable in a CD vs. checking account, the money has remained in the Checking account. The board was asked for direction on this sum of money. Mike Portman made the motion to continue to keep the money in the checking account. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the treasurer's report for the month of December 2009 was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

### B. Sick Leave Change proposal relating to Family Medical Leave Act

At the December 2009 meeting, the board was provided with a copy of a proposed revision to the sick leave policy to incorporate considerations of the Family Medical Leave Act. After much discussion there was some concerns regarding access to confidential medical files. The language below as stated was added to resolve those concerns:

*"4. Only the chairman of the board of trustees, along with the fire chief and deputy fire chief (in their human resource management function), shall have complete access to confidential medical files. The fire department*

health and wellness officer may be permitted to review confidential medical files when authorized by the fire chief or deputy chief when there is a legitimate need to know. The fire department secretary shall not break any seal on confidential medical records.”

Lonnie Thurman made the motion to approve the addition as stated above as well as the Sick Leave Policy as written. Mike Portman seconded. The board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions Sick Leave Policy (and additions) was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

#### **C. Bank Note**

Jason McGregor has placed the needed advertisement in the Courier Journal for re-financing of the balloon note coming up later this year.

#### **D. Signature Cards**

Kyle Brown advised the needed updated signature cards have been taken care of and filed with the bank.

#### **E. Sign Update**

Mike Portman asked for an update with the sign. The board advised all the needed paperwork is completed and turned in. One of the Metro Departments had misplaced a document and it has now been located and we should be hearing something soon.

#### **F. Hiring List**

Dorsey Powell stated that on the last hiring, the hiring list that was generated from the applicants had a firefighter placed on it that was stating he would not take a position that would be in rotation among stations. Dorsey stated that due to his personal restraints in giving him the ability to accept a position without restrictions, he recommended removing this individual from the hiring list. Dorsey made the motion to remove this individual from the list. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions the hiring list will be updated to exclude the individual as noted above and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## **IV. New Business**

### **A. School Request**

Captain Bill Schmidt, who is pursuing a Fire Science Degree, has requested approval to enroll in a college class "Principles of Fire Behavior". The cost is \$527. There is a balance of \$15006.86 in the Training- Specials Schools and Classes account. Ed Hogan made the motion to approve Captain Schmidt's school request as outlined above. Mike Portman seconded. The board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions to approve Captain Bill Schmidt's school request as outlined above and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## **V. Executive Session-Personnel Matters**

Ed Hogan made the motion to go into Executive Session at 9:50. Cary Luker seconded.

## **VI. Return from Executive Session**

After proper motions made, the Board of Trustees resumed to regular session.

The following was reported:

Phillip McKenna received 2 suspension days (work days) and was removed off the overtime list for 6 months. Ed Hogan made the motion. Cary Luker seconded. Board approved with no opposition.

***IT IS HEREBY RESOLVED that after proper motions Philip McKenna was given a two day suspension (work days) and was removed from the Overtime list for 6 months and this was duly approved and made a part of the permanent records of the Okolona Fire Protection District.***

## **VII. Adjournment**

There being no further matters for discussion, Cary Luker made the motion for adjournment. Lonnie Thurman seconded. Board approved with no opposition and the meeting officially adjourned at 11:25 pm.

Respectfully submitted,

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**Cary Luker, Secretary**

**Attested to:**

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**Dorsey Powell, Chairman**