

OKOLONA FIRE PROTECTION DISTRICT

REGULAR MONTHLY MEETING MINUTES

Okolona Fire Protection Districts' regular monthly meeting came to order at 4:01 PM on Thursday January 12, 2023 at 8501 Preston Highway, Louisville, KY 40219 with the following persons present:

Chairperson Ed Hogan
Treasurer Michael Portman
Secretary Michael Vincent
Trustee Jason Tobbe
Trustee John Vickers
Trustee Chris Gosnell
Attorney Jason McGregor
EMS Director Joe Hamilton
EMS Assistant Director Racheal Wiedmeyer
Deputy Chief Kenny Amback
Battalion Chief Ricky Carlson
Battalion Chief Troy Sturtzel
Retiree Jim Baker
Scott Underwood
Amy Seelye, EMS Board of Trustees Advisor
Marc Davich EMS Board of Trustees Advisor
Theresa Gregory
Jan Howard
Whitney King
Trevor Amback
Andrew Voll
Pat Miller (Okolona Women's Club)

CALL TO ORDER

The Meeting was called to order by Chairperson Ed Hogan at 4:01 PM.

1. MINUTES

The minutes of the December 15, 2022 meeting were presented for approval. Trustee Jason Tobbe made a motion to accept the December minutes and Trustee Mike Portman seconded said motion. The OFPD Board approved said motion with no opposition.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion the minutes of the December 15, 2022 were duly approved and made a part of the permanent records of Okolona Fire Protection District.

2. FINANCE AND ACCOUNTING

Approved to accept donation or nominal fee of \$1.00, provided clear title, of Station Two Springhouse currently owned by Okolona Women's Club. Mike Portman

made a motion and Mike Vincent seconded said motion. The Board of Trustees approved with no opposition.

3. CLOSED SESSION

Jason Tobbe made a motion pursuant to KRS 61.810 (1) (c) to enter closed session to discuss proposed litigation and Mike Vincent seconded said motion. Motion was approved with no opposition. Exited closed session no action taken.

4. OLD BUSINESS EMS

There being no old business.

5. NEW BUSINESS EMS

- A. There were 1249 EMS runs by Okolona EMS and 686 of those runs were in Okolona. Average response time 7:58. Information only.
- B. Discussed information about management courses designed for EMS managers.
- C. Mike Vincent made a motion to purchase 2 HIPAA Compliant File Cabinets. Chris Gosnell second said motion. Approved purchase of 2 cabinets not to exceed \$4,000.00

IT IS HEREBY RESOLVED that after proper motions, a valid second of said motions and discussion it was approved to purchase 2 HIPAA Compliant File Cabinets not to exceed \$4,000.00. The OFPD Board approved said motion with no opposition.

- D. Metro Occupational Tax for 2020, 2021 & 2022– Update given.
- E. New Hire/Promotion – Jason Tobbe made motion for approval to hire Travis Mattingly Full time, Jade Morris Part Time, Kevin Washington Part Time. Mike Portman second said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved to hire Travis Mattingly Full time, Jade Morris Part Time & Kevin Washington Part Time. The OFPD Board approved said motion with no opposition.

- F. Pay Enhancement – Jason Tobbe made motion to enhance Natalia Groshong's pay for becoming an AEMT. Chris Gosnell second the motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved to enhance Natalia Groshong's pay. The OFPD Board approved said motion with no opposition.

- G. Purchase 4 EMS Captain work only cell phones – Tabled.
- H. Garrity Rights – Information Only.

- I. Policy to be developed - write off 911 Billing invoices for current OFPD members and other related fire & EMS service members should they utilize OFPD's EMS service.
- J. Ambulance Tax - Approved and signed.

6. FIRE OLD BUSINESS

There being no old business.

7. NEW BUSINESS

- A. Fire Recovery USA (Information Only).
- B. Jason Tobbe made a motion to amend the 2022 to 2023 budget from \$325,000 to \$366,060 to reflect SCBA cost increased & purchase of MSA Escape packs for \$25,000.00. Chris Gosnell seconded said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved to amend the budget from \$325,000 to \$366,060 to reflect SCBA cost increased & purchase of MSA Escape packs for \$25,000.00. This was duly approved The OFPD Board approved said motion with no opposition.

- C. Chris Gosnell made a motion to purchase a Fire Apparatus Rigging Kit from Diamond Wrecker & Equipment Sales. Jason Tobbe seconded said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved to purchase Fire Apparatus Rigging Kit. The OFPD Board approved said motion with no opposition.

- D. Motion made by Jason Tobbe to purchase from Louisville Toppers and Mike Portman second said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved to purchase Fire Apparatus Rigging Kit. The OFPD Board approved said motion with no opposition.

- E. Jason Tobbe made a motion to approve New Hires and the promotion of Cory Thompson to the rank of Sergeant. Mike Vincent made a second on said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion new hires were approved and the promotion of Cory Thompson to the rank of Sergeant. The OFPD Board approved said motion with no opposition.

- F. Motion made by Jason Tobbe for pay enhancements for Corey Thompson & Josh Exton. Mike Vincent seconded said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion the pay enhancements for Corey Thompson & Josh Exton were approved. The OFPD Board approved said motion with no opposition.

- G. Motion made by Jason Tobbe to approve the resignation of Rob Barrett and to begin the process for his replacement effective immediately. John Vickers seconded said motion.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion it was approved for the resignation of Rob Barrett and to begin the process for his replacement. The OFPD Board approved said motion with no opposition.

- H. Motion made by Jason Tobbe to raise the OFPD two-signature check requirement from \$5,000 to \$10,000 and to increase the Chief's spending limit to \$4,000.00. Note that the banking system does not recognize OFPD's requirement. They will process with only one signature. Motion seconded by Mike Vincent.

IT IS HEREBY RESOLVED that after proper motions, a second of said motions and discussion to raise the OFPD two-signature check requirement from \$5,000 to \$10,000 and to increase the Chief's spending limit to \$4,000.00 was approved. The OFPD Board approved said motion with no opposition.

- I. Leave Policies committee established – Portman [Chair], Gosnell, Tobbe, R. Carlson.

8. OFPD HOLDING COMPANY 2, INC.

At 5:30 Trustee Mike Portman made a motion to adjourn the OFPD meeting and enter into the Holding Company 2 meeting. Trustee Matt Kolter seconded said motion. At 5:33 Trustee Mike Portman made a motion to resume the OFPD meeting and Trustee Matt Kolter seconded said motion. **The OFPD Board approved with no opposition.**

9. CLOSED SESSION

Motion made by Trustee Jason Tobbe to enter Closed Session under the following motion: KRS 61.810 (1) (f) – closed session to discuss personnel matters that might lead to appointment, discipline or dismissal of an individual employee. This exception shall not be interpreted to permit discussion of general personnel matters in secret. Mike Vincent seconded said motion. **The OFPD Board approved said motion with no opposition.** Trustee Jason Tobbe made motion to come out of Closed Session and Trustee Mike Portman seconded said motion with no action taken.

10. ADJOURNMENT

There being no further matters to come before the OFPD Board a motion to adjourn

the meeting was made by Trustee Jason Tobbe and Trustee John Vickers seconded said motion. The OFPD Board approved said motion with no opposition. The OFPD Board meeting adjourned at 5:59 PM.

Respectfully Submitted,

Attested:



Michael Vincent - Secretary



Ed Fogah, Chairperson