

ROLLA RURAL FIRE PROTECTION DISTRICT
Board of Directors

	Chairman Jeff Breen		
Jeremy Light Vice-Chairman	Brian Dean Treasurer	Ryan Long Legal Secretary	Ray Cook Recording Secretary

This institution is an equal opportunity provider and employer.

MINUTES
April 12, 2017

Directors Present	Directors Absent	Others Present
Brian Dean Jeff Breen Ryan Long Jeremy Light	Ray Cook	Roger Hayes, Chief Larry Seest, Asst. Chief Ginger Dalton Annette Sachs, Adm. Asst Scott Naumann

The Board of Directors of the Rolla Rural Fire Protection District met on Wednesday, April 12, 2017 in the Board Room of the Fire Station located at 1575 East Lions Club Drive, Rolla, Missouri. The meeting was called to order at 7:00 pm AT&T time by Chairman Breen.

- Sign-up sheet was submitted for all in attendance to sign.

Chairman Breen asked if there were any questions or corrections to the agenda. Hearing none, he asked for a **Motion** to adopt the agenda. Director Dean made the **Motion** to adopt the agenda. **Motion** was seconded by Director Light. All voted in favor. **Motion** passed.

VOTE OF BOARD POSITIONS

Chairman Breen opened the session with Motions for Board Positions. Director Dean made a **Motion** to keep Jeff Breen as the Chairman of the Board. Director Light seconded the **Motion**. Chairman Breen asked for any discussion, none was heard. Chairman Breen called for a vote on the **Motion**. All voted yes. **Motion** passed. Chairman Breen asked for a **Motion** for the position of Vice-Chairman. Director Dean made a **Motion** for Jeremy Light to be Vice-Chairman. Ryan Long seconded the **Motion**. All voted yes. **Motion** passed. Chairman Breen asked for a **Motion** for the position of Treasurer. Director Light made the **Motion** for Brian Dean to remain Treasurer. Ryan Long seconded the **Motion**. All voted yes. **Motion** passed. Chairman Breen asked for a **Motion** for Recording Secretary. Director Light made **Motion** to keep Ray Cook as Recording Secretary. **Motion** was seconded by Ryan Long. All voted yes. **Motion** passed. Director Light made a **Motion** for Ryan Long to be the Legal Secretary. Director Dean seconded the **Motion**. Chairman Breen called for a vote. All voted yes. **Motion** passed.

Chairman Breen and the Board welcomed Ryan Long to the Rolla Rural Fire Protection District Board.

MINUTES

Chairman Breen inquired if any additions or corrections to the Open Session Board Meeting Minutes March 8, 2017. Hearing none he called for a **Motion**. **Motion** made by Director Dean to approve the Open Session Minutes of March 8, 2017 as presented. The **Motion** was seconded by Director Light. Chairman Breen asked if there was any discussion, hearing none he called for a vote. All voted yes. The **Motion** was approved to accept the Open Session minutes as presented.

Chairman Breen inquired if any additions or corrections to the Closed Session Board Meeting Minutes of March 8, 2017. Hearing none he called for a **Motion**. **Motion** made by Director Light to approve the Closed Session Minutes of March 8, 2017 as presented. The **Motion** was seconded by Director Dean. Chairman Breen asked if there was any discussion, hearing none he called for a vote. All voted yes. The **Motion** was approved to accept the Closed Session minutes as presented.

FINANCIAL REPORT

Each of the board members received the March financial. Chairman Breen called for Motion to accept the March financials as presented. Director Light asked about page 9, Digital scanner reimbursement to Lee Grep of \$234.74. Chief Hayes reported it was for the district scanner, not a personal scanner. Chief Hayes discussed previous purchases from past fire chief and those should filter out by the next board meeting. Chairman Breen asked if the fire district has moved or is moving the fuel account to MFA in Rolla. Discussion followed. Chief Hayes advised each of the apparatuses has a log of who is getting fuel and when. A log helps keep back up of fuel purchases in case a receipt is lost. Discussion followed. The Board advised Chief Hayes to contact Steffanie, Rolla City Finance Director, to approve set up of account at MFA. Then to go see Lisa at MFA to set up trucks, fuel, numbers, etc.... cards together. Director Dean made the **Motion**. Director Light seconded the **Motion**. Chairman Breen called for a vote on the **Motion**. All present members voted yes. **Motion** passed.

Ginger Dalton did ask what the public can review of the Rolla Rural Fire Protection District. The Board advised board meeting minutes, tax minutes, and financials. The Board also advised to encourage people to attend the monthly board meetings and to have them view the district's social media.

CHIEF'S REPORT

Chief Hayes reported on the following and provided a training report as well as a summary of March 2017 calls:

- Chief Hayes reported the training report has March training completed and what the future training will be with the dates. The March training has total hours trained by date.
- Chief Hayes commended Scott Naumann for always leading the training and if he wasn't able to train then to have it set up for someone to train.
- The calls report broke down as follows: 18 fires, 16 Rescue & Medical, 3 Hazardous Condition, 16 Good Intent, and 1 False alarm, totaling 54 calls for the month of March.

- Chief Hayes handed out a report of participation of calls for the month of March and one report since January 1, 2017. Chief Hayes reported that the year to date calls is a good cross reference as to who is participating in calls. For those that are not listed for the month of March did not respond to any calls in March. He reported that those who have low numbers in participation will be talked to or have been talked to about increasing their participation. If they cannot respond to calls then they will not be on the department. Discussion followed of times of day that lack participation due to school, work, etc....
- Chief Hayes reported the cadets are now Post 4400 officially. All payments and requirements have been met and made. Discussion followed.
- Chief Hayes reported a compressor went down. He reported a new 2 phase compressor was purchased and is now in place and working.
- Chief Hayes reported the air cord rails in the bay are now fixed with the help of St. James Fire Chief.
- Chief Hayes requested the Board to approve training at Sullivan Fire Junior Training Academy for the 5 cadets at fire department for \$100 each. Chairman Breen and the Board highly recommended send the cadets and have written permission from each of the cadet's parent and/or guardian.

Discussion followed and Chairman Breen asked if there were any more questions. None were heard.

OLD BUSINESS

- Regarding 12-20. INVENTORY - Ongoing.
- Regarding 13-22. SOG Committee - Ongoing.
- Regarding 14-04. RECORDS RETENTION - Ongoing.
- Regarding 14-31. ID CARDS - Transferred to Chief Hayes and Chief Seest.
- Regarding 16-02. EXPLORER/CADETS - Ongoing.
- Regarding 16-05. CONCRETE PAD/SHED - Ongoing.

NEW BUSINESS

- Chairman Breen commended and thanked Scott Naumann for all of the work he has done in the transition of the new Chief, training, and board.
- Ginger Dalton asked about updating the Mutual Aid Agreement list. Chairman Breen advised that the current Mutual Aid Agreements are good as long as they state, "until terminated." Annette Sachs said she would call each of the fire departments listed to get updated contacts.

Chairman Breen asked if there was any more new business to bring before the board. Hearing none, a **Motion** was made by Director Dean to adjourn to close session.

Motion seconded by Director Long. Chairman Breen adjourned to closed session.

CLOSED SESSION


Open Session was reconvened at 8:38pm AT&T time by Chairman Breen.

Two things were added to New Business: Chairman Breen advised Director Long is required to attend Certified Board Training. The Board recommended Chief Hayes and Assistant Chief Seest should go to the Certified Board training to understand any laws,

etc..... that are out there currently. The Rolla Rural Fire Protection District does pay for one night accommodations, mileage, and the training. Director Long advised he will find out when he can attend the training. Chief Hayes agreed he will look to see when he and possibly Assistant Chief Seest can go as well.

The second item is to have Annette Sachs, Administrative Assistant, to order Director Long's name plate.

Chairman Breen asked if there was anything else to discuss in Open Session. Hearing nothing further, he called for a Motion to close Open Session. **Motion** was made by Director Light to close Open Session. **Motion** was seconded by Director Dean. Chairman Breen asked if there was any further discussion, hearing none he called for a vote on the **Motion**. All voted yes. **Motion** was approved. Open Session was adjourned at 8:44 PM AT&T time.



Jeff Breen
Chairman



Ryan Long
Legal Secretary

END OF DOCUMENT