



Monroe Fire Protection District



MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Chair Sorensen called the meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:00p.m. EST Wednesday, April 10, 2024. The meeting was held in person at Station 25, located at 5081 N. Old State Road 37, Bloomington Indiana and via Zoom for public to view. Public notice of the meeting had been duly made to local media by email transmission and hard copy notices had been placed in all the usual places.

Mrs. Bovenschen called the roll of the board of trustees to determine members present, absent, and to identify others present via Zoom.

Present in person were as follows: Vicky Sorensen, Chair
Michael Baker, Fiscal Officer
John Bernstein, Trustee
Christina Courtright, Trustee
Kevin R. Robling, Trustee
Dan Vest, Trustee

Those absent were as follows: Mark Kruzan, Vice-Chair

Others present were as follows: Dustin Dillard, Chief
George Cornwell, Deputy Chief, Operations
Matt Bright, Deputy Chief, EMS
Steve Coover, Deputy Chief, Community Risk Reduction
Jeffrey Combs, Assistant Chief of Administration
Tim Deckard, Assistant Chief of Training
Christine Bartlett, Attorney, Ferguson Law
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist

Chair Sorensen welcomed our new board member representing Clear Creek Township, John Bernstein.

**HEADQUARTERS
3953 S KENNEDY DRIVE
BLOOMINGTON IN
812-331-1906
812-336-1166 (FAX)**

CHANGES OR AMENDMENTS TO THE AGENDA

Chair Sorensen asked if there were any changes or amendments to the agenda. Mrs. Bovenschen reported no changes to the agenda.

PUBLIC COMMENT

Chair Sorensen explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. There was no public comment.

MINUTES OF PREVIOUS MEETING

Minutes from the March 13, 2024 regular meeting were presented to the board for approval.

Trustee Vest made a motion to approve the minutes of March 13, 2024.

Trustee Robling 2nd

Motion passed 6-0

UNFINISHED BUSINESS

a. District Ambulance Write-Off Policy

Deputy Chief Bright explained that this is a write-off policy that must be sent to the billing company. Chair Sorensen asked the members of the board if they had any questions after reviewing the policy since the previous meeting. Trustee Robling asked legal counsel if they had reviewed the policy and if there were any concerns that legal counsel had found. Attorney Bartlett stated that she had reviewed the policy and they found no concerns with it. Chair Sorensen asked about the multi-plan discounts as mentioned in the policy. Deputy Chief Bright stated that this allows the billing company to negotiate at no more than 20% off the bill.

Trustee Robling made a motion to approve the district ambulance write-off policy.

Trustee Vest 2nd

Motion passed 6-0

b. Resolution 24-001 Ambulance Billing

Deputy Chief Bright explained that the resolution was presented to the board for review last month and tonight he is just requesting the approval if there are no questions.

Chair Sorensen asked the board if there were any questions. Trustee Robling again asked counsel if they had reviewed the resolution and if legal counsel had any concerns with the resolution. Attorney Bartlett stated that she had reviewed the policy and there were no concerns.

Trustee Robling made a motion to approve Resolution 24-001 Ambulance Billing.

Trustee Vest 2nd

Motion passed 6-0

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, Christine Bartlett stated that was no update from legal this month.

b. Statistics

	<u>Feb 2024</u>	<u>Mar 2024</u>
TOTAL Emergency Calls	379	405
Fire Calls	4	35
<i>Structure</i>	2	8
<i>Vehicle</i>	10	2
<i>Wildland</i>	0	20
<i>Other</i>	0	5
Over Pressure Rupture, Explosion, Overheat	0	1
EMS Calls	233	222
<i>Medical</i>	144	143
<i>EMS Crew Assist</i>	61	52
<i>Motor Vehicle Accidents</i>	15	27
Hazardous Conditions	46	39
Service Calls	33	37
Good Intent Calls	40	41
False Alarms	11	29
Severe Weather	0	1
Special Incidents	0	0
Incidents by Township	318	342
Benton	16	18
Bloomington	25	28
Clear Creek	21	44
Indian Creek	5	10
Perry	104	78
Van Buren	133	146
Washington	14	18
Incidents – Contracted Townships	27	22
Polk	6	6
Salt Creek	21	16
Incidents by Aid Given	34	41
Bean Blossom	0	1
Bloomington City	3	4
Ellettsville	9	14
Richland Township (EFD)	18	16
Greene County	3	4
Lawrence County	1	2
Brown County	0	0
Owen County	0	0

Morgan County 0 0

AID Received - Year to Date 69

**Station 81 Response
Engine 81 – 63**

Squad 81 – 12

Average Response (dispatch to arrival on scene)	7 min 50 sec	7 min 29 sec
Average Turnout (dispatch to enroute)	0 min 56 sec	1 min 03 sec
Average Time on Scene	22 min 57 sec	40 min 40 sec

February SOR (Statements of Refusal) signed: 2

c. Emergency Medical Services – Special Operations

Deputy Chief Bright updated the board on EMS/Special Operations

Current Situation:

- Working on alternative reporting options (State Image Trend)
- Stop the Bleed kits distributed to all stations

Accomplishments:

- All necessary certifications, license, title, registration in hand for ambulance
- Biomedical checks have been completed for all medical equipment
- Medical Director conduction training at ODT

Planned Activities:

- Connect field reports, billing and cardiac monitor to ambulance reporting software
- Meet with IU Health Bloomington ED coordinators

Deputy Chief Bright was asked if there was a start date to roll the ambulance. He explained not at this point. Deputy Chief Bright explained that we would like to have the 2nd one here and also ready to roll before we roll out any. Deputy Chief Bright stated that he hoped to have the 2nd ambulance completed and here by the end of April.

d. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Engine 21 is back in service after being out for a few days with a turbo rebuild
- Gear approved by the board has been ordered – 10 new sets of gear and 13 pair of boots for Recruit Class 004

Accomplishments:

- Mutual aid agreement with Martinsville Fire Department has been signed by Chief Dillard and returned to Martinsville Fire
- Tender 22 went back in service @ Station 22 on April 3, 2024

- Work Orders completed: Total-28; Minor-13; Moderate-14; Major-01
- Planned Activities:
- Picking up all of the credentials for FDIC 2024 during the week of April 8th

Trustee Robling asked for explanation concerning the work orders. Deputy Chief Cornwell explained that “minor” are things that we can do inhouse, “moderate” can be things we can do that take several hours or it may be sent out to service – just depends on the issue, and “major” are sent out to a repair shop.

e. Training

Assistant Chief Deckard updated the board on Training:

Current Situation:

- Working with Ivy Tech for Fire Science Program Instructors for 2024
- Bloomington City Fire Recruit Academy on training grounds at Station 25
- Recruit Academy 004 – April 1-12

Accomplishments:

- Total Training hours for March: 1,455.00
 - Full Time Personnel: 1,182.50
 - Part Time Personnel: 256.00
 - Volunteer/Substitutes: 16.50
- MSA LUNAR (Location Unit Name Air Resources) and fire grid training at Station 25 by Donley Safety

Planned Activities:

- Cook Polymer Fire Extinguisher training for first response teams April 24 all three shifts
- April 23-26 is the annual Car Seat Inspection – train the trainer class
- April 29-May 3 Shift Facility Training

Assistant Chief Deckard was asked to explain what shift facility training is. He explained that each crew will rotate up to station 25 and do training on the training grounds.

Assistant Chief Deckard stated that with the eclipse and all of the preparation we had done for the big event – reminded him of a quote he wanted to share. “Plan for the Worst – Hope for the Best”. He also thanked Fiscal Officer Baker for joining in on the staff meeting the morning of the eclipse.

f. Community Risk Reduction

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- Finalizing a presentation to the Department of Children Services Monroe County
- Implementing the SHIELD Domestic violence safe place at fire stations

Accomplishments:

- Tested for Certified Peer Support Professional to initiate a Mobile Crisis Assistance Team through the Family of Social Services Administration: The Division of Mental Health and Addiction
- Provided Community Risk Reduction education at the 2024 Women's History Month Luncheon

Planned Activities:

- Moms Demand Action Gun Violence Prevention Program meeting
- Meet with Stride Center for coalition of Crisis Response joint efforts

g. Administrative Report

Chief Dillard updated the board on the April 8th eclipse. Chief Dillard thanked IT Specialist Cooper for everything he had done in concerns with being prepared for the eclipse.

Current Activities:

- Working with IBM MaaS360 to setup management platform for security, updates and support all our devices
- IT Specialist Cooper showed off the computer that we are testing – this device can be taken out of the ambulance and gather patient information on scene

Accomplishments:

- Received \$650,964.61 reimbursement from 2019 SAFER grant
- Breakfast with the Bunny received a total of \$943 in donations and was attended by approximately 200 people

Planned Activities:

- Recover from the months of eclipse planning and discussion and prepare for the 2153 total solar eclipse
- Dates for Healthy Results screenings for 2024 – May 14, 15 and 16

Personnel Report:

- Hiring – 0
- Promotions – 0
- Hiring - 12
- Resignations – 0

Assistant Chief Combs explained that the two trucks that have been received by Curry have actually come in the wrong color. After lots of research Assistant Chief Combs found that when one item was changed – somehow the color of the truck was incorrectly changed. Assistant Chief Combs explained that Curry has tried to assist with the issue and explained that painting the trucks would be an additional cost – which could be close to \$20,000. Assistant Chief Combs stated that the District has decided to reorder and we have been told that we should have two sometime in June and the other two by the end of summer.

Fiscal Officer Baker stated that Mark Schmitter, Washington Township Water Board wanted him to express to the District that the water board has approved a 2" main line into Station 26 at no cost to the District.

NEW BUSINESS

a. Annual Hose Testing

Assistant Chief Combs explained that he had requested quotes from three different companies for annual hose testing. He had included two in the packet for the board, however the last quote received did not have the District's name correct or our address and he didn't include them.

Assistant Chief Combs is requesting to use Nichols Fire for annual hose testing again this year. This is the third year we have used them and have had no issues with their work.

Trustee Robling asked if the District had budgeted for annual hose testing. Assistant Chief Combs stated that yes, it is an annual cost to insure our hose is certified.

Trustee Robling made a motion to approve the quote from Nichols Fire for annual hose testing in the amount of \$11,127.45

Trustee Vest 2nd

Motion passed 6-0

b. Healthy Results Incentive

Administrative Assistant Bovenschen explained that this program allows the District to maintain the same rates with IU Health Insurance for a two-year period. Each year we ask that the Board approve a \$50.00 incentive to any full-time employees who are on the District's IU Medical Insurance and they participate in the screening. IU Health comes to the District and will take a finger stick of blood to perform a variety of tests including A1c level, cholesterol levels and BMI along with other tests. If an employee needs any counseling (such as weight loss, pre-diabetes or help to stop smoking) those services are available at no charge to the employee

Trustee Vest made a motion to approve \$50 incentive for full-time employees who participate in the Healthy Results program.

Trustee Courtright 2nd

Motion passed 6-0

c. Gear Purchase

Deputy Chief Cornwell explained his request to purchase ten sets of new gear and 13 sets of boots. The additional sets of boots are for the additional three full-time firefighters who had been hired in November and January and were still in need of additional set of boots.

Trustee Robling asked if the District had budgeted to purchase these sets of gear and boots? Chief Dillard explained that yes, this will come from the Cumulative Fund and has been budgeted for.

Trustee Robling made a motion to approve the purchase of ten sets of gear and 13 pair of boots from 911 Fleet and Fire in the amount of \$46,513.00

Trustee Vest 2nd

Motion passed 6-0

d. Annual Financial Report

Fiscal Officer Michael Baker attested that he had reviewed and submitted the annual financial report in Gateway on February 28, 2024.

FINANCIALS

a. Financial – Claims

Financial Assistant Robinson presented claims signed March 5, 14 and 25, 2024.

Trustee Vest made a motion to approve the claims for March 2024 as presented.

Trustee Courtright 2nd

Motion passed 6-0

b. Payroll

March monthly payrolls presented for approval included March 15th and 30th, 2024.

Trustee Vest made a motion to approve the payrolls for March 2024 as presented.

Trustee Robling 2nd

Motion passed 6-0

c. Financial – Statement

Financial Assistant Robinson stated that we have spent 13% for the General Fund and 13% for the Cumulative Fund for 2024, we could have expended up to 17% currently.

Trustee Vest made a motion to approve the Financial Statement as presented for March 30, 2024.

Trustee Robling 2nd

Motion passed 6-0

ADDITIONAL COMMENTS

NEXT MEETING

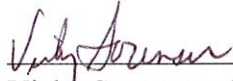
Chair Sorensen stated that the next meeting will be in person on May 8, 2024 at Station 21, located at 9094 S. Strain Ridge Road, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN

Chair Sorensen called for a motion to adjourn.
Trustee Vest made a motion to adjourn at 7:15pm

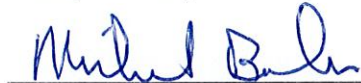
Minutes approved by the board of trustees on May 8, 2024:

Aye:

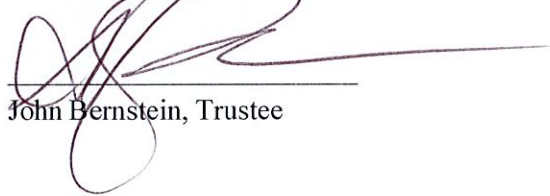


Vicky Sorensen, Chair

Mark, Kruzan, Vice-Chair



Michael Baker, Fiscal Officer



John Bernstein, Trustee

Christina Courtright, Trustee



Kevin R. Robling, Trustee

Dan Vest, Trustee

Nye:

Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

Michael Baker, Fiscal Officer

John Bernstein, Trustee

Christina Courtright, Trustee

Kevin R. Robling, Trustee

Dan Vest, Trustee

Copy furnished:

Mrs. Vicky Sorensen, Chair
Mr. Michael Baker, Fiscal Officer
Ms. Christina Courtright, Trustee
Mr. Daniel Vest, Trustee
Mr. David Ferguson, Legal Counsel
Headquarters, Bulletin Board
Station No. 22, Bulletin Board
Station No. 24, Bulletin Board
Station No. 29, Bulletin Board

Mr. Mark Kruzan, Vice-Chair
Mr. John Bernstein, Trustee
Mr. Kevin R. Robling, Trustee
Mr. Dustin Dillard, Fire Chief
Mrs. Christine Bartlett, Legal Counsel
Station No. 21, Bulletin Board
Station No. 23, Bulletin Board
Station No. 25, Bulletin Board
Station No. 39, Bulletin Board