



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 13, 2022. The meeting was held in person at Station 25, 5081 N. Old State Road 37 and via a 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.

Those present were as follows:

Vicky Sorensen, Chair
Mark Kruzan, Vice Chair
C. Ed Brown, Fiscal Officer (via Zoom)
Michael Baker, Trustee
Christina Courtright, Trustee
Kevin Robling, Trustee 9arrived at 6)03)

Those absent were as follows:

Dan Vest, Trustee

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
JJ McWhorter, Assistant Chief, Training
Joel Bomgardner, Assistant Chief, Administration
Christine Bartlett, Attorney, Ferguson Law
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist
Jeffrey Combs, Battalion Chief, MFD
Shannon Fabris, Back the Line Organizer

**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 amendments or changes to the agenda. There were no requests for changes or amendments 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 were no public members requesting to speak.

MINUTES OF PREVIOUS MEETING

Minutes from the March 9, 2022 regular meeting, were presented to the board for approval. Chair Sorensen asked for a motion to approve the minutes.

Vice-Chair Kruzan made a motion to approve the minutes of March 9, 2022 as presented.
Trustee Baker 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Baker, Courtright

Brown verbally voted but could not be seen via Zoom due to technical difficulty.

Motion Passed 4-0

UNFINISHED BUSINESS

a. 2022 Volunteer Contract Amendment

Assistant Chief Bomgardner stated that this amendment was a wording change stating that if the District had funds, EMT pay would be available for volunteers who qualified.

Vice-Chair Kruzan made a motion to approve the 2022 volunteer contract amendment.

Trustee Courtright 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Baker, Courtright

Brown verbally voted but could not be seen via Zoom due to technical difficulty.

Motion passed 4-0

Trustee Robling arrives.

NEW BUSINESS

Department Updates

a. Legal Updates

Legal Counsel, Mrs. Bartlett informed the board that she had nothing from legal with the exception of the items later on the agenda.

b. Statistics

	<u>March 2022</u>
TOTAL Emergency Calls	317
Fire Calls	29
Over Pressure Rupture, Explosion, Overheat	1
EMS Calls	215
Hazardous Conditions	18
Service Calls	16
Good Intent Calls	23
False Alarms	15
Severe Weather	0
Special Incidents	0
Incidents by Township	277
Benton	18
Bloomington	30
Clear Creek	28
Indian Creek	5
Perry	73
Van Buren	115
Washington	18
Incidents – Contracted Townships	18
Polk	9
Salt Creek	9
Incidents by Aid Given	15
Bean Blossom	1
Bloomington City	1
Ellettsville	1
Richland Township (EFD)	3
Greene County	8
Lawrence County	0
Brown County	1
Owen County	0
Morgan County	0
AID Received	3
Average Response (dispatch to arrival on scene)	8 min 14 sec
Average Turnout (dispatch to enroute)	1 min 04 sec
Average Time on Scene	43 min 06 sec
SOR (Statements of Refusal) signed:	3

Trustee Courtright commended the staff on the Facebook posts concerning incidents we respond to throughout the month. She feels this illustrates to the community the many things that the district does and serves as a learning tool for many. She stated she loves that we show the nature of the fire and how to prevent fires. Great teaching tool for many.

Fiscal Officer Brown stated it appeared that we had several brush fires in March. Deputy Chief Bright stated that he did not know the exact number, however, there were more brush fires in March than in previous months.

c. Emergency Medical Services – Special Operations

Deputy Chief Bright updated the board on the current situations:

- Currently no one is off for COVID or with symptoms.

Deputy Chief Bright updated the board on accomplishments:

- Battalion Chief Combs spoke to the board concerning some of the issues with central dispatch. During March there were 37 issues with recommendations for correction with dispatch. So far in April, we have already had 10 recommendations of things to fix. We are staying on top of the problems and are working toward solutions.
- Deputy Chief Bright explained that several members spent several hours at dispatch watching and listening to incoming calls.
- COVID protocols have been updated.
- We received a notice from the State that the required pulmonary function tests which are required for 1977 Fund members, and had been paused during COVID, needed to be completed within 60 days. Those tests had been completed during our physicals and are being sent by Public Safety Medical to the State.
- Second round of defibrillators are in and have been put into front-line apparatus.
- Rope Rescue committee has completed their report on needs moving forward.
- Set it up with national Registry.

Deputy Chief Bright discussed his planned activities for the upcoming month:

- Stay on top of the issues with dispatch and work to rezone some areas.
- Expand conversations with Monroe Hospital and Ascension.
- Work toward purchasing an ambulance and all affiliated equipment.

Deputy Chief Bright reported back at the request of Trustee Vest concerning the costs of an Ambulance. Deputy Chief Bright stated that the costs of an ambulance doesn't include equipping it. Purchasing costs range from \$225,000-\$250,000 without equipment. Equipment costs can range from as low as \$58,000-\$125,000. Chair Sorensen stated that what she was understanding was that it didn't matter what type of ambulance we purchased, we would still have to equip it. Chair Sorensen asked if

we knew what the County Commissioners were planning to help with. Chief Dillard stated that County Commissioner Julie Thomas had contacted him and stated that she would present to the County Council a request to help with funding an ambulance for the district. Chief Dillard stated that the proposal was presented to the council and that the committees had been formed. Chief Dillard was not aware of which County Commissioner was on the committee.

Vice-Chair Kruzan thanked Battalion Chief Combs and Deputy Chief Bright for their data collection of issues with dispatch. Vice-Chair Kruzan stated that Trustee Baker, Trustee Robling, Battalion Chief Combs, Deputy Chief Bright and himself had met and discussed the issues.

Chair Sorensen asked Deputy Chief Bright if we did anything with IU Health Hospital, she notices that we have been talking a lot about Monroe Hospital. Deputy Chief Bright stated that we currently have arrangements with IU Health. We currently get a lot of our supplies off of the ambulances as we use them. Deputy Chief Bright stated that as we discuss an ambulance, we would be as a support to IU Health, not trying to replace them or be in competition with them. Deputy Chief Bright stated that Monroe Hospital has been a night and day difference.

Trustee Courtright stated that it would have been nice to have known that IU Health had a \$416,000,000 surplus that was given back to the IU School of Medicine. Trustee Courtright stated that it would have been nice of them to allow community organizations to apply for portions of those funds.

d. Operations

Deputy Chief Cornwell went over his Operations report:

- We have several vehicles out of service:
 - Rescue 21 – pumps are still out of service, truck can be used.
 - Engine 21 – back in service as of today.
 - Marine 21 – still a few issues after the welding done during the winter.
Still operational
- E-One Update: Engine is still scheduled for early May. Two-tone paint has been added.
- There have been issues concerning the ear pieces ordered for command staff. IT Specialist Cooper has now taken over this project.
- Ladder 21 – new seat ordered for Officer's seat designed for use with SCBA.
- We have changed the Battalion Chiefs and designated one as the Battalion Chief of Training and the other as Administrative Battalion Chief. Basically, separating some of the roles that both Battalion Chiefs were doing and reassigning them. This will give our Training Division some extra help with maintaining the records of each members hours. The Administrative BC will help with shift call in's along with other administrative duties.

Accomplishments:

- Hydrant Bags have been delivered to all stations, we are waiting on large diameter hydrant wrenches for all bags.

- SOP's for Mayday, Emergency Evacuations and Rapid Intervention have been distributed.
- Hoosier Fire has completed service on a number of AMKUS tools.
- We have added rescue tools to ARFF 39.

Planned Activities:

- We are replacing the nitrogen bottle on ARFF 39.
- We will begin training on ARFF 39 in the near future.

Chair Sorensen asked if we are planning to someday paint all of the trucks the same. Chief Dillard replied as costs allow.

Trustee Baker asked who maintains the hydrants? Chief Dillard stated that the various water companies throughout the district maintain their hydrants. Some are fire hydrants, some are not, but all are tested.

e. Training

Assistant Chief JJ McWhorter gave the training report:

- All crews have participated in live fire training evolutions. The simulated fire required the crews to forcibly enter the building, go up stairs while attacking the fire and search for victims. We placed one victim inside for crews to rescue, all crews found the victim and successfully completed this skill.
- Crews have been reviewing and studying the new guidelines that went into effect April 1.
- Upcoming shift trainings topics include: vehicle fires, wildland and brush fire overview, EMS patient packaging, airbags and struts (extended bracing used for stabilizing vehicles on accident scenes), aerial operations and finish up April reviewing how to use and maintain ground ladders.
- We will be completing extrication training in June. This will take place at Ken's Westside. Assistant Chief McWhorter wanted to thank Ken's. They are a great asset for the training division of the district and have donated multiple cars and letting us use equipment to simulate accident scenes.

Accomplishments:

- Department wide training hours for March were 4,479
- Full-time employees completed 3,609.25 hours of training in March.
- 9 personnel attended the Dubois County Fire School (this was formerly Jasper Fire School), and is hosted by the Indiana Fire Instructors Association. Classes taken were – advanced auto extrication, engine company operations and drones in the fire service. PIO Officer Allen attended the drones in the fire service class.
- Eight members completed the Rope Rescue Operations class at our neighboring department (Center Township, Greene County). Each member passed the state test to become operations level and will assist the district with a class later this year.

Planned Activities:

- Two employees are attending a fire pump class put on by Darly (pump manufacturer)
- Several personnel are assisting with Hoosier Hills Career Center for the fire science programs EMS skills testing.
- Bus extrication will be held on June 11th at Ken's Westside. We will have a guest instructor, Mike Sievering from Columbus Fire. He will provide the saw blades and will be demoing some tools during the training. Board members are welcome to come and observe the training. The Auxiliary will provide lunch for members during the training.
- FDIC (Fire Department International Conference) will be held the last week of April in Indianapolis. If any board member would like to attend, please contact Chief Dillard for a pass.

Trustee Courtright asked if the district had drones? We currently have one, but we are looking to expand. The district plans to expand the use in the future. Chair Sorensen asked the cost of a starter drone. IT Specialist Cooper explained that the beginning price is around \$1,000 and pricing go up from there.

f. Community Risk

Deputy Chief Coover updated the board on ongoing events.

- Investigating several recent fires
- Working with Brown County Prosecutor and Monroe County Prosecutor on past arson cases.
- Lead investigator on the mailbox fire, documents have been submitted to the US Postal Inspector
- We are approximately 30 days away from the MOU with INDOT on the Burch Road gate
- Harmony Road bridge has had fencing installed.
- Several current cases with Adult Services - Area 10 partnership
- Nationally Registered as a data collection agency (WIFIERS)
- We are no longer administering COVID vaccinations with the Monroe County Health Department.
- The Monroe County Suicide Prevention Coalition was pleased to have the fencing installed on Harmony Bridge.
- The Monroe Fire Protection District Volunteers have voted to purchase and pay to maintain one Safe Haven baby box to be installed at a location of their choice. This donation is approximately \$15,000.

Deputy Chief Coover stated that just last week a baby was left outside of the front door of IU Health Hospital. The current Safe Haven box located at one of the City of Bloomington stations is currently out of service. Trustee Robling asked if we knew where the box would be placed. Deputy Chief Coover stated that his meeting next week is with members

of the Safe Haven Baby Box Coalition. They will suggest where to place the box. However, it is up to the volunteer organization to determine where they would like to place the box.

- Still planning the Hoosier Defender Disaster Drill
- Still working with INDOT on right of way access for the new station 26 in Washington township.
- Working with the State Fire Marshalls office to get Fire Stop into residences via a grant that will help to purchase.
- Hoosier Burn Camp will be July 20 and 21.

Trustee Courtright stated that she had seen on the news recently that two different babies had been left in baby boxes in Indianapolis area in the same week. Deputy Chief Coover stated that Indiana has the most surrendered babies in the country thanks to Safe Haven baby boxes.

g. Administrative Report

Chief Dillard went over some of the items from the administrative report.

Current Activities:

- We are currently responding to residents from Benton and Washington township concerning their recent tax bills. The conversations have been very good.
- We have not seen many responses concerning the new ISO rating, however he had heard from one individual where the ISO rating has helped with their insurance premium. Trustee Robling stated that it did not help with his personal homeowner's insurance. Chief Dillard stated that he would look into it.

Accomplishments:

- We have received six additional volunteer applications and have released three volunteers to begin making runs.
- Several current volunteers have agreed to instruct new volunteers in upcoming classes.
- We recently attended the retirement party for dispatcher Veanna Lewis – who retired after more than 40 years of service.
- Financial Assistant Robinson and FF True have been working to get grant reimbursements.
- We have received \$37,978.12 from the 2017 SAFER grant and our second request from the 2019 SAFER Grant was received in the amount of \$378,275.60
- Officer Development training was held with 47 officers in attendance.
- The Auxiliary had their first meeting where officer elections were held and event dates set. Administrative Assistant Bovenschen was voted in as Auxiliary president.
- Breakfast with the Bunny was held by the volunteers. This was our first official event since COVID.

Planned Activities:

- Assistant Chief Bomgardner, Financial Assistant Robinson and Administrative Assistant Bovenschen have a meeting set up with Bill C. Brown and Associates to discuss the employee data collection program.
- GAAP report items are due to Hartman & Williams by April 15th.
- Complete our Worker's Compensation Audit

Vice-Chair Kruzan asked how the one-digit discrepancy was found in the VIN number of one of the trucks. Assistant Chief Bomgardner explained that one of our recent light duty personnel was assigned the task to verify all VIN numbers on each piece of apparatus. We were able to contact the manufacturer and have a new plate with the correct VIN number sent and installed on the truck.

NEW BUSINESS

a. Financial – Claims

Financial Assistant Robinson presented claims signed March 9, March 24, and March 31, 2022 for approval.

Fiscal Officer moved approval of claims for March as presented.

Vice-Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Baker, Courtright, Robling

Motion passed -0

- b. Payroll:** Included the semi-monthly payrolls for March 2022. Financial Assistant Robinson stated that the payrolls for March included trustee compensation, a 28-day period and normal payroll period.

Vice-Chair Kruzan moved approval of payroll for March as presented.

Trustee Robling 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Baker, Courtright, Robling

Motion passed 6-0

c. Financial - Statement

Financial Assistant Mrs. Robinson stated that the Certified Financial Statement for March 31, 2022 is presented for your approval. Mrs. Robinson stated that we could have expended 25% of the budget by the end of March, we have currently spent only 22.7% in the general fund.

Fiscal Officer Brown made a motion to approve the certified financial statement as presented for March 31, 2022.

Trustee Robling 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Baker, Courtright, Robling

Motion passed 6-0

d. Benton Township Agreements

Legal Counsel Bartlett stated that there are two agreements to be considered. The Benton Agreement transfers the property and apparatus to the District and will be recorded. This agreement was voted on by Benton Township last week and is an agreement for 25 years.

The second document is a memorandum of agreement. This is an agreement and due to the fact that the township building and fire station are on the same property. This document will not need to be recorded.

There are still a few things to be done, including the adjustment of property lines.

Trustee Robling wanted to be sure that none of these documents were items he had previously worked on while he was representing Benton Township. Mrs. Bartlett stated that none of these documents had Trustee Robling been involved with.

Chair Sorensen asked a question concerning the agreement of fire apparatus. Chair Sorensen questioned if the wording needed to include the word station on page 2. Chief Dillard stated that all of the agreements that have been done have all come from the original agreement when Indian Creek township joined the district.

Trustee Robling made a motion to approve the Benton Agreement and the Memorandum of Agreement as presented.

Vice-Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Baker, Courtright, Robling

Motion passed 6-0

e. Bloomington Speedway Contract

Chief Dillard stated that for the last several years we have provided fire and rescue services at the Bloomington Speedway for all races. We have been doing this without a formal contract. This contract formalizes how much Spiker promotions will pay the district for coverage. Chair Sorensen asked about the deposit. Chief Dillard explained that the deposit would be held until the end of the season and will cover overages.

Trustee Robling made a motion to approve the 2022 Bloomington Speedway Contract as presented.

Vice-Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Robling, Courtright, Baker, Brown, Kruzan, Sorensen

Motion passed 6-0

f. Washington Township Fire Station

Chief Dillard explained that Washington Township has went through two rounds of bidding for the project of building a fire station. They have unsuccessfully been able to

accept any of the bids. They have formalized a donation resolution and have brought the money they have reserved to build a station and given that to the District. The amount is a little over \$300,000.

Vice-Chair Kruzan asked if we need to have a vote to accept the donation. Legal Counsel Bartlett stated that since this was for specific use, we didn't have to have a vote to accept this donation. Mrs. Robinson reminded the board that we would make a specific line in the donation fund for this donation.

g. Station 23 Remodel

Chief Dillard stated that this is the current remodel plan for the structure that we have at Station 23. The current plan would move the trustee office to the current bedroom and living space. We would remodel the trustee's office, kitchen, radio room and bay areas into bedrooms, bathrooms, a new kitchen with living space and training area.

h. Healthy Screening Incentives

Administrative Assistant Bovenschen explained to the board that this request is the second portion of the incentive from 2021 which allowed us to keep our premiums with IU Health at the same rate for 2021 and 2022. The incentive last year was \$50 for every full-time eligible employee (currently on our medical insurance plan). Mrs. Bovenschen would like to request \$50.00 as the incentive for this year.

Trustee Robling made a motion to give a \$50.00 incentive to every full-time eligible employee who participates in the Healthy Rewards Screening.

Vice-Chair Kruzan 2nd

Roll call vote was taken:

Yeas: Robling, Courtright, Baker, Brown, Kruzan, Sorensen

Motion passed 6-0

NEXT MEETING

Chair Sorensen stated that the next meeting will be May 11, 2022, at Station 29, located at 2130 S. Kirby Road, Bloomington, IN 47403. The meeting will also be held via zoom.

ADJOURN


Chair Sorensen called for a motion to adjourn.

Trustee Robling made a motion to adjourn at 7:10pm

Motion passed 6-0

Minutes approved by the board of trustees on June 8, 2022:

Aye:



Vicky Sorensen, Chair



Mark, Kruzan, Vice-Chair



C. Ed Brown, Fiscal Officer




Michael Baker, Trustee



Christina Courtright, Trustee



Kevin Robling, Trustee



Dan Vest, Trustee

Nye:

Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

C. Ed Brown, Fiscal Officer

Michael Baker, Trustee

Christina Courtright, Trustee

Kevin Robling, Trustee

Dan Vest, Trustee

Copy furnished:

Mrs. Vicky Sorensen, Chair
C. Ed Brown, Fiscal Officer
Ms. Christina Courtright, Trustee
Mr. Daniel Vest, Trustee
Mr. George Cornwell, Deputy Chief
Mrs. Christine Bartlett, Legal Counsel
Station No. 22, Bulletin Board
Station No. 24, Bulletin Board
Station No. 29, Bulletin Board

Mr. Mark Kruzan, Vice-Chair
Mr. Michael Baker, Trustee
Mr. Kevin Robling, Trustee
Mr. Dustin Dillard, Fire Chief
Mr. David Ferguson, Legal Counsel
Station No. 21, Bulletin Board
Station No. 23, Bulletin Board
Station No. 25, Bulletin Board
Station No. 39, Bulletin Board