

HIGHVIEW FIRE PROTECTION DISTRICT

7308 Fegenbush Lane

Louisville, KY 40228

February 14, 2022

The meeting was called to order at 19:06 p.m. with the following members present: Kenny Craigmyle, Cheryl Justice, Dale Nason, Doug Kelly, and Nate Ingersoll. Guests were Acting Chief Rob Dwyer, Lt. Col. Shaun Carta, Major Sam Fife, Attorney Richard Head, and Joyce Shelton.

Nate Ingersoll made a motion to approve the January Minutes. Motion seconded by Dale Nason. Motion carried.

Nate Ingersoll made a motion to accept the January Financial Reports. Motion seconded by Doug Kelly. Motion carried.

**OLD BUSINESS:**

It was reported that Paul Weber's appointment for the board vacancy will be official on February 17, 2022.

Report was given on the Station #3 addition.

The Retirement Dinner for Chief Goldsmith will be on Saturday February 26 at 5:30.

Report was given on the new ambulance bids. Major Fife and Paramedic Rucker will be traveling to Woodbury, GA on February 18, 2022 to tour the facility of Custom Truck and Body Works, which is represented by the Atlantic Emergency Solutions.

Lt. Colonel Carta gave a report on his research into ESO for Firehouse Software migration and a proposal to use CrewSense for their 'Check-It' product for asset tracking.

Nate Ingersoll made a motion to begin the process of migration from Firehouse to ESO and to purchase the Check-It module from CrewSense/Vector/Target Solutions. Motion seconded by Cheryl Justice. Motion carried.

Nate Ingersoll made a motion to purchase three tablets/iPads for ambulances for approximately \$3,000 and to purchase data plans to support the tablets/iPads. Motion seconded by Dale Nason. Motion carried.

Cheryl Justice made a motion to approve SOP for EMT-to-Paramedic process as presented by Major Fife. Motion seconded by Nate Ingersoll. Motion carried.

Chief's Report was given including Personnel Report.

EMS Report was given by Major Fife.

Training Report was given by Lt. Col. Carta.

Cheryl Justice made a motion to purchase a Physio Control Life-Pak 15 cardiac monitor with the \$15,000 grant money received and to spend up to \$5,000 to cover additional amount and connectivity items for the monitor. Motion seconded by Nate Ingersoll. Motion carried.

**NEW BUSINESS:**

At 20:10, Nate Ingersoll made a motion to go into Closed Session. Motion seconded by Dale Nason. Motion carried.

At 20:52 Open Session resumed with no action taken.

Doug Kelly made a motion that effective March 1, 2022, Administrative Assistant Joyce Shelton will have the title 'Office Administrator.' Motion seconded by Nate Ingersoll. Motion carried.

Doug Kelly made a motion that effective March 1, 2022, Assistant Chief Shaun Carta will be promoted to Deputy Chief. Motion seconded by Dale Nason. Motion carried.

Doug Kelly made a motion that effective March 1, 2022, Captain Ingersoll will be promoted to Major in charge of Training and Uniforms which will be a salaried, 40 hour work week position. Motion seconded by Dale Nason. Motion carried with Firefighter Trustee Ingersoll abstaining and all other Trustees voting to approve the motion.

Doug Kelly made a motion that effective March 1, 2022, Sergeant Eric Jones will be promoted to Captain. Motion seconded by Nate Ingersoll.

Doug Kelly made a motion to hire Adam Heath as Captain. Motion seconded by Nate Ingersoll. Motion carried.

Doug Kelly made a motion to begin the promotion process for Sergeant. Motion seconded by Nate Ingersoll. Motion carried.

Doug Kelly made a motion to hire a Firefighter/EMT. Motion seconded by Nate Ingersoll. Motion carried.

Cheryl Justice made a motion to make changes in names on Visa credit cards and Speedway fuel cards to reflect the command staff changes effective March 1, 2022. Motion seconded by Doug Kelly. Motion carried.

Doug Kelly made a motion to begin search for a replacement vehicle for the 2019 Chevrolet Silverado and advertise in the newspaper to accept bids. Motion seconded by Dale Nason. Motion carried.

Discussion held regarding 2008 Ford Expedition ('Old' #1104 and previously #1101).

Dale Nason made a motion to surplus 'Old' #1104. Motion seconded by Cheryl Justice. Motion carried.

Discussion held regarding value and selling of the 2008 Ford Expedition. It was stated that two appraisals have been obtained: \$3,500 from Bob Hook Chevrolet; and \$3,500-\$4,000 from Bill Collins Ford.

Attorney Richard Head advised that the department can get three appraisals of the 2008 Expedition and 'sell' the vehicle for the highest value in lieu of the sealed bid process.

Upon the direction of Attorney Richard Head, Dale Nason made a motion to get an additional appraisal and 'sell' the 2008 Ford Expedition for the highest appraisal. The vehicle will be transferred into the name of a Highview member and 'purchased' with donations made by members of the department. Motion seconded by Cheryl Justice. Motion carried.

Nate Ingersoll made a motion to repair the roof of St. #1 by Highland Roofing. Motion seconded by Doug Kelly. Motion carried.

Nate Ingersoll made a motion for approve the hiring of EMTs Chris Allen, Samantha Baines, and Adam Kennedy. Motion seconded by Dale Nason. Motion carried.

Nate Ingersoll made a motion to hire an additional Paramedic. Motion seconded by Doug Kelly. Motion carried.

Cheryl Justice made a motion to accept the following resignations:

Shelby Goldsmith	EMT
Allison Lynch	Paramedic
Basma Ahmad	Volunteer
Corey Christensen	Volunteer
Ray Hayes	Volunteer

Motion seconded by Nate Ingersoll. Motion carried.

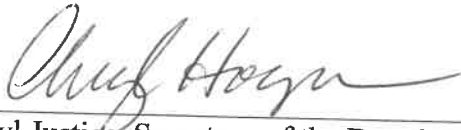
There will be a Pinning Ceremony for 2021 promotions and EMT-to-Paramedics on Monday February 21, 2022 and one to be scheduled in March for the Command Staff promotions.

It is noted that invoices have been reviewed and there have been no unauthorized payments.

Nate Ingersoll made a motion to approve and pay bills. Motion seconded by Dale Nason. Motion carried.

Nate Ingersoll made a motion to adjourn. Motion seconded by Doug Kelly. Motion carried.

The meeting adjourned at 21:14.



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Cheryl Justice, Secretary of the Board of Trustees  
Highview Fire Protection District

Respectfully prepared and submitted by Joyce Shelton, Recording Secretary  
*Documents referenced in these minutes are kept at District Headquarters and are available for viewing and copying during regular business hours in accordance with Kentucky laws regarding Open Records and Record Retention.*