



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, July 10, 2024. The meeting was held in person at Station 21, located at 9094 S Strain Ridge Rd, 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. Robinson 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
- Mark Kruzan, Vice-Chair (joined via Zoom at 6:03pm)
- Michael Baker, Fiscal Officer
- John Bernstein, Trustee
- Christina Courtright, Trustee
- Kevin R. Robling, Trustee
- Dan Vest, Trustee

Those absent were as follows:

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
- David Ferguson, Attorney, Ferguson Law
- Lorie Robinson, Financial Assistant
- Darrell Cooper, IT Specialist

CHANGES OR AMENDMENTS TO THE AGENDA

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

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

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 June 12, 2024 regular meeting were presented to the board for approval.

Trustee Robling made a motion to approve the minutes of June 12, 2024.

Trustee Bernstein 2nd

Motion passed 6-0

UNFINISHED BUSINESS

There was no unfinished business this month.

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, David Ferguson stated the only update from legal is the notice to bidders for Washington Township, which will be discussed later in the meeting.

b. Statistics

Deputy Matt Bright updated the board the monthly statistics

	<u>May 2024</u>	<u>JUNE 2024</u>
TOTAL Emergency Calls	452	534
Fire Calls	10	27
<i>Structure</i>	1	10
<i>Vehicle</i>	7	6
<i>Wildland</i>	0	3
<i>Other</i>	2	8
Over Pressure Rupture, Explosion, Overheat	0	3
EMS Calls	286	286
<i>Medical</i>	169	180
<i>EMS Crew Assist</i>	69	65
<i>Motor Vehicle Accidents</i>	48	41
Hazardous Conditions	18	58
Service Calls	55	51
Good Intent Calls	55	71
False Alarms	55	25
Severe Weather	0	8
Special Incidents	3	5
Incidents by Township	380	405
Benton	19	27
Bloomington	35	40
Clear Creek	55	49
Indian Creek	15	12

Perry	108	118
Van Buren	133	149
Washington	15	10
Incidents – Contracted Townships	17	35
Polk	3	10
Salt Creek	14	25
Incidents by Aid Given	55	94
Bean Blossom	0	0
Bloomington City	3	28
Ellettsville	14	22
Richland Township (EFD)	35	38
Greene County	3	6
Lawrence County	0	0
Brown County	0	0
Owen County	0	0
Morgan County	0	0
AID Received - Year to Date		170

Station 81 Response

Engine 81 – 91

Squad 81 – 6

Average Response (dispatch to arrival on scene)	7 min 12 sec	7 min 51 sec
Average Turnout (dispatch to enroute)	0 min 58 sec	0 min 51 sec
Average Time on Scene	31 min 47 sec	32 min 16 sec

June SOR (Statements of Refusal) signed: 8

c. Emergency Medical Services – Special Operations

Deputy Matt Bright updated the board on EMS/Special Operations

Current Situation:

- Continue working with State Image Trend reporting system
 - Finalize plans for Ambulance dispatching

Accomplishments:

- Ambulance #2 passed inspection and in service
 - Had soft opening at the Monroe County Fair Grounds
- Monitors set up cardiac reporting to IU Health Bloomington

Planned Activities:

- Implement and revise training and orientation materials in conjunction with designated ambulance preceptors
- Image Trent reporting class

Fiscal Officer Michael Baker asked if both ambulances are considered in-service, and where are they located? Deputy Chief Bright responded yes and explained that one ambulance is at Station 29 and one is at Station 22 – they're not where they're supposed to be either. The ambulance at Station 22 is sitting at Station 29 due to the Monroe County Fair taking place – making it easier for our folks to get in and out. It should be back to headquarters by end of the week.

Trustee Christina Courtright asked are both ambulances looped into dispatch yet? Deputy Chief Bright responded no not yet.

Trustee Kevin Robling asked how are the ambulances in-service? Deputy Chief Bright explained they're in-service in the sense that each ambulance has everything, so if they need to be used they can. Chief Dillard elaborates stating that each ambulance is ready to respond, not waiting on any equipment, and folks have been trained on them. They're not in the 911 system to be dispatched, but in the event that we run out of ambulances, our firefighters can push a button, attach themselves to call, and take the call. They won't be in-service in the 911 system until July 16th, 2024.

Trustee Kevin Robling asked a follow-up question regarding the ambulances, are they staffed? Chief Dillard responded no, but as of July 16th, 2024 at Station 22, there will be 6 firefighters on the clock, not 4. That is the only ambulance that will have staffing and be live in the system until we see what kind of call volume we're looking at.

d. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Battalion 22 – electrical problems, but all issues have been resolved and is back in service as of Wednesday, July 10th.
- Marine 21 – went out of service Tuesday, July 9th.

Accomplishments:

- Received all gear in for Recruitment Class 005 and taking it out to Station 25 to be utilized first thing Thursday morning, 7/11.
- Fire Service completed service on all TNT tools.
- Used the MOU that was established between BFD & MFD (house fire)
- Recognition for outstanding job – Gold Shift – Battalion Chief Allen, Bloomington Fire Department (BFD) Station 2, Engine 4, and Ellettsville Fire Department (EFD) Station 81 crews.

Planned Activities:

- Howl Rescue will be present on Monday, July 29th to do service and preventative maintenance on all Genesis tools.
- Pump testing on July 15th on all apparatuses

Trustee Christina Courtright asked if Marine 21 is out, how long is it going to be out for given its peak Monroe Lake season? Chief Dillard responded stating that it all depends on when we receive the parts, we could have a turnaround time of two weeks.

Trustee Christina Courtright asked what do we do if there's an accident on Lake Monroe? Chief Dillard responded stating that we have smaller watercrafts that we prefer not to take on the lake, but we have in the past.

Chair Vicky Sorenson asked have we ever considered a backup boat – I don't know how much they cost? Chief Dillard explained that we're in the process of upgrading/replacing the boat, but a replacement boat is a substantial amount of money. Were working on getting with the right contacts to get the funding to make it happen.

e. Training

Assistant Chief Deckard updated the board on Training:

Current Situation:

- Finishing up the Firefighter I/II course with Ivy Tech continuing through July 18th
- Academy #005 July 8 – August 16
- Working on Public Education Life Safety for education classes

Accomplishments:

- Total Training hours for June: **1,603.00**
 - Full Time Personnel: 1,485.25
 - Part Time Personnel: 103.75
 - Volunteer/Substitutes: 14.00
- Attended IDHS District 8 Fire Council meeting in Freetown
- Ivy Tech Instructor II class finished
- Just finished hosting the District 8 Fire Officer 1 Course at Station 25 – certifying firefighters to entry level officer.

Planned Activities:

- Trench Rescue Class July 8-12 at Station 21
- Lifeline Hot Load on July 10th at 9:00am at Station 29
- Ivy Tech Flashover July 6th

Trustee Christina Courtright asked what is Trench Rescue, could you describe that? Assistant Chief Deckard explained that Trench Rescue is when workers are digging a hole in the ground and it caves in. Trench Rescue will come and rescue the victims.

Fiscal Officer Michael Baker asked, do you have a flatbed that hauls your side by sides? Assistant Chief Deckard explained we don't currently have anything, but we're putting together a vehicle that will carry our equipment.

Trustee Kevin Robling asked how are training hours compared to the previous month and what is the average number of training hours per month? Assistant Chief Deckard explained that we are down due to firefighters not recording their hours properly and on average 2100-2200 training hours per month.

There was a long discussion regarding how hours are tracked for training.

f. Community Risk Reduction

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- Coalition meeting with Moms Demand Action and Van for common objectives
- Community Emergency Response Team (CERT) course with Emergency Management Scheduled for July-August

Accomplishments:

- Felony 4 Arson Conviction – 640 W Rogers Road
- Community Activities: Monroe County Resource Fair, Monroe County Humane Association Vaccine Clinic, Winslow Touch – a – Truck, Monroe County Fair, Solidarity Sleepout
- One youth missing fire successfully completed the Fire Stop Program.

Planned Activities:

- Coordinate efforts between STRIDE and MFPD Certified Peer Support Professionals
- Initiate a new program “Impact Teen Drivers”

Trustee Kevin Robling asked, why do we investigate mailbox vandalism? Chief Coover explained because they're burned and blown up and by Indiana law the responding district is responsible for all explosions and fires for investigation.

Chair Vicky Sorenson asked, what is the new program “Impact Teen Drivers”. Chief Coover explained it's a program designed to get teens to wear their seatbelts and drive safely.

g. Administrative Report

Assistant Chief Combs updated the board on Administration Current Activities and the Chief Dillard takes over during Accomplishments.

Current Activities:

- Working on adding Ambulances into MCCED
- Working on Fire Response Zone

Accomplishments:

- Officer Development Training #12

- AA Bovenschen attended 77 PERF Pension Seminar
- Planned Activities:
- Begin planning for MFD Community Day – August 24, 2024 at Station 21
- Personnel Report:
- Hiring – 11
 - Promotions – 0
 - Hiring – 2 (part-time/substitutes)
 - Resignations – 1

Fiscal Officer Michael Baker asked based on the recent hacking in Monroe County, is there anything we can do, or you can do to prevent a potential hack threat? IT Darrell Cooper explained we don't have any inside information; however, as an organization, we limit the amount of exposure we have in most places and updating things constantly – we have a good regiment on that.

NEW BUSINESS

a. Station 26

Chief Dillard spoke on behalf of Legal Counsel Barrett, as she was out on PTO. Chief Dillard expressed that we are finally at a place where we can discuss getting a notice for bids out. Before Legal Counsel Barrett left for PTO, she shared a few proposals, leaving four questions for the board. Legal Counsel Barrett proposed a draft timeline, Chief Dillard explained the timeline: first publication and then we have to wait at least one week for the second publication. From there, we have to wait at least 10 days for the bids to be received and there can be no more than 6 weeks between the first publication and the day of received.

Trustee Christina Courtright asked if we are in a position to get one out by the 22nd? Chief Dillard explained the if we get those four questions answered and insert the language in the notice, Tammy Bovenschen can get it to the appropriate places by next week (July 15th) to get those bids going.

Trustee Kevin Robling asked when the bids are due? Chief Dillard responds stating bids are due August 7th. Trustee Kevin Robling expressed his concerns with the quick bid turnaround and recommended we push bids out one month – September.

Chief Dillard elaborates on the bidding process explaining the backend process: first publication and then we have to wait at least one week for the second publication. From there, we have to wait at least 10 days for the bids to be received and there can be no more than 6 weeks between the first publication and the day of received.

There was a lengthy discussion on the timeline and bid process.

Chief Dillard requests again to approve the processes with the first publication taking place on 7/24, second publication taking place on 7/31, pre-bid meeting 8/21, bids being accepted/opened on 9/4, and board approval scheduled at the 9/11 meeting.

Another long discussion concerning Station 26 bids once received. Chief Dillard will contact board members to review plans once bids have been opened. Those stating interest in helping were Fiscal Officer Baker, Trustee Bernstein and Trustee Robling if his company didn't bid.

Trustee Robling made a motion to approve the timeline process on bids

Chair Sorenson 2nd

Roll call vote was taken

Kruzan – Yes, Baker – Yes, Bernstein – Yes, Courtright – Yes, Robling – Yes, Vest – Yes, Sorenson – Yes

Motion passed 7-0

Trustee Courtright asked if Station 26 will have direct access to I-69. Chief Dillard said we will have an emergency access gate off of Crossover Rd that will access I-69.

FINANCIALS

a. Financial – Claims

Financial Assistant Robinson presented claims signed June 11 and 15, 2024.

Trustee Robling made a motion to approve the claims for June 2024 as presented.

Chair Sorenson 2nd

Roll call vote was taken

Sorenson– Yes, Kruzan – Yes, Baker – Yes, Bernstein – Yes, Courtright – Yes, Robling – Yes, Vest– Yes.

Motion passed 7-0

b. Payroll

Financial Assistant Robinson presented the June monthly payrolls for approval included June 15th and 30th, 2024.

Trustee Robling made a motion to approve the payrolls for June 2024 as presented.

Chair Sorenson 2nd

Roll call vote was taken

Kruzan - Yes, Baker – Yes, Bernstein – Yes, Courtright – Yes, Robling – Yes, Vest – Yes, Sorenson – Yes

Motion passed 7-0

c. Financial – Statement

Financial Assistant Robinson stated that we have spent 37.6% for the General Fund and 27% for the Cumulative Fund for 2024, we could have expended up to 41.7% currently.

Trustee Robling made a motion to approve the Financial Statement as presented for June 30th, 2024.

Trustee Courtright 2nd

Roll call vote was taken

Baker – Yes, Bernstein – Yes, Courtright – yes, Robling – Yes, Vest – Yes, Sorenson – Yes, Kruzan – Yes.

Motion passed 7-0

ADDITIONAL COMMENTS

Bean Blossom Board of Trustee's Chair notified MFD District Board of the intent for Bean Blossom Township Fire to join the District via Zoom. He stated he has notified the County Commissioners of their intent and requested a meeting with someone on the District Board to discuss the process. Chair Sorensen stated that someone would be happy to schedule a time to discuss that with him.

NEXT MEETING

Chair Sorensen stated that the next meeting will be in person on August 14, 2024 at Station 25, located at 5081 N. Old State Road 37, Bloomington, IN. 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 7:33p.m.

Minutes approved by the board of trustees on August 14, 2024:

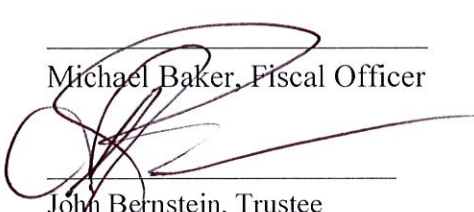
Aye:



Vicky Sorensen, Chair

Mark, Kruzan, Vice-Chair

Michael Baker, Fiscal Officer



John Bernstein, Trustee



Christina Courtright, 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

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