



Monroe Fire Protection District



MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Vice-Chair Kruzan called the meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:01p.m. EST Wednesday, April 12, 2023. 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: Mark Kruzan, Vice Chair
C. Ed Brown, Fiscal Officer
Christina Courtright, Trustee
Michael Baker, Trustee
Kevin Robling, Trustee

Those absent were as follows: Vicky Sorensen, Chair
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
Jeffrey Combs, Assistant Chief of Administration
Christine Bartlett, Attorney, Ferguson Law
Lorie Robinson, Financial Assistant
Tammy Bovenschen, Administrative Assistant
Darrell Cooper, IT Specialist
Capt. Jeff Bailey, MFD – Fleet Manager via Zoom
Jeff Kaden, Washington Township resident
Andy Spriggs, Washington Township Board member and resident

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

CHANGES OR AMENDMENTS TO THE AGENDA

Vice-Chair Kruzan asked if there were any amendments or changes to the agenda. Mrs. Bovenschen noted that item 7f, Tactical Gear Purchase, no quotes were received so we will table until the May meeting.

PUBLIC COMMENT

Vice-Chair explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. Mr. Jeff Kaden, Washington Township resident asked the status of the Washington township fire station.

MINUTES OF PREVIOUS MEETING

Minutes from the March 8, 2023 regular meeting, were presented to the board for approval. Vice-Chair Kruzan asked for a motion to approve the minutes.

Fiscal Officer Brown made a motion to approve the minutes of March 8, 2023 as presented.

Trustee Robling 2nd

Motion passed 5-0

NEW BUSINESS

Department Updates

a. Legal Updates

Legal Counsel, Mrs. Bartlett stated that the deed work is still not yet completed. Mrs. Bartlett stated that the County gave notice to Mike Carmon requesting the legal description of the property. Mrs. Bartlett has great hopes everything will be completed by the May meeting.

b. Statistics

	<u>Feb 2023</u>	<u>Mar 2023</u>
TOTAL Emergency Calls	324	338
Fire Calls	17	25
<i>Structure</i>	5	10
<i>Vehicle</i>	1	0
<i>Wildland</i>	8	11
<i>Other</i>	3	4
Over Pressure Rupture, Explosion, Overheat	1	0
EMS Calls	212	204
<i>Medical</i>	134	120
<i>EMS Crew Assist</i>	61	67
<i>Motor Vehicle Accidents</i>	17	17
Hazardous Conditions	14	16
Service Calls	39	38
Good Intent Calls	26	31
False Alarms	15	23
Severe Weather	0	0
Special Incidents	0	1

Incidents by Township	305	294
Benton	14	24
Bloomington	23	29
Clear Creek	31	25
Indian Creek	11	7
Perry	86	88
Van Buren	127	111
Washington	13	10
Incidents – Contracted Townships	13	24
Polk	0	4
Salt Creek	13	20
Incidents by Aid Given	6	20
Bean Blossom	0	0
Bloomington City	1	2
Ellettsville	1	9
Richland Township (EFD)	3	4
Greene County	1	2
Lawrence County	0	1
Brown County	0	0
Owen County	0	1
Morgan County	0	1
AID Received - March		18
AID Received - Year to Date		23
Average Response (dispatch to arrival on scene)	7 min 23 sec	8 min 28 sec
Average Turnout (dispatch to enroute)	1 min 02 sec	1 min 15 sec
Average Time on Scene	26 min 25 sec	27 min 19 sec

SOR (Statements of Refusal) signed: 10

Trustee Robling asked how Station 39 had a 15 second turn out time? Deputy Chief Bright explained that the CAD will begin to display information before the tones drop and some firefighters have apps on their phones that are linked with dispatch that lets them read information before our tones even drop. It could also be that the crew were already in the apparatus when the call came out (i.e. they could have been out fueling the apparatus). It also may depend on when their calls come out, if they are mostly during the day hours, the crew could be in the bays, if most of their calls are during night time, the crew would most likely be in their bedrooms and will take a little longer to get out.

Trustee Courtright stated that she had taken an afternoon ride with Battalion Chief Allen and saw how the calls would come in on the CAD prior to the call being

dispatched, it is a visual aid for the crews. The large screens in each day room help with seeing the calls come out.

c. Administrative Report

Vice-Chair Kruzan asked if Chief Dillard would move the Administrative Report and answer the citizen's question concerning an update on Washington Township station at this time.

Chief Dillard updated the board on Administrative activities:

Current Activities:

- Self-evaluations reviews have been completed at the direction of Assistant Chief Combs
- IT Specialist Cooper has been working on radio inventory and evaluating additional software

Accomplishments:

- Accident review committee convened and forward information to Chief Dillard regarding damage to Tender 22's fire pump. While sitting outside for repairs over the winter in Bedford, the pump was had water in it, it froze and damaged the pump. It was determined that during the merge, individuals were not fully trained on running a dry pump system. We now have in place and will be training on this before next winter. Chief Dillard explained that the truck is in really good condition and we will be replacing the pump. Fleet Manager Bailey is looking into the replacement of the pump. The damage to the pump is approximately \$20,000-\$30,000

Planned Activities:

- Scheduling dates for the Healthy Results program, which locks in our two-year health insurance price
- Union, Volunteers and Auxiliary partnered together to sponsor a team for Bowl with Kids Sake – their 50th anniversary

Chief Dillard addressed the question from Mr. Kaden concerning the building of station 26 in Washington Township. Chief Dillard met with Trustee Baker concerning the existing permits for the area designated for the new station. Chief Dillard stated that some permits had been applied for such as the driveway and septic however some other permits would have to be reapplied for as they are now outdated. Chief Dillard plans to begin meeting in May to review the site plans and hopes to have bids completed by late summer for the site work with the work completed by the end of the year. Over winter, Chief Dillard plans to get building quotes ready and bid them out in early 2024, with a completion date of by the end of 2024. The location will be on Chambers Pike in Washington Township.

Trustee Courtright asked if site work included the foundation? Chief Dillard stated he does not include pouring the foundation, but everything up to that.

Mr. Kaden asked the budget for the building. Chief Dillard explained that we have \$300,000 donated by Washington Township for the site work to be

completed. Chief Dillard believes the site work will cost around \$300,000. Chief Dillard explained that it is hard to determine the cost of the building currently since the costs of building materials have been so inflated over the past few years. Chief Dillard stated that the original estimates Washington Township had were around \$600,000 for the entire project, with \$300,000 of that being the site work alone. Mr. Kaden asked if the original plan that the township had for a building has changed. Chief Dillard explained that the plan is still the same and would be to build a 3-bay garage with one of those bays for living quarters. The project would be very similar to the original station 21 which was built in 1997 and remodeled in 2014. The Board asked who would do the inside completion of the living space.

Chief Dillard went over the recent renovation of Station 23 and explained that our employees would did most of the interior work. The only things that were completed by outside contractors were the drywall and drop ceiling at station 23. Vice-Chair Kruzan asked how much it would have cost if our employees had not done the renovation work at station 23. Chief Dillard stated approximately \$150,000-\$250,000.

Chief Dillard stated that as we move closer to the build, we can do monthly updates on our webpage.

d. Emergency Medical Services – Special Operations

Deputy Chief Bright updated the board on EMS/Special Operations

Current Situation:

- Finalized ambulance specifics with vendor
- Working with DC Cornwell on PPE Digital inventory

Accomplishments:

- Re-initiated conversations with Monroe Hospital
- Six members signed up for Midwest HazMat Response Conference

Planned Activities:

- Initiate Transport process/paperwork

e. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Tender 22 is out of service until further notice (pump problem)

Accomplishments:

- Fleet: Work Orders: 52 Completed – 16 Open

Planned Activities:

- 75% completed on PPE gear inventory
- FDIC 2023 – April 24-April 29 if any board member would like to attend please speak with Deputy Chief Cornwell to receive a pass

f. Training

Assistant Chief Combs updated the board on Training for Assistant Chief McWhorter:

Current Situation:

- Shifts are completing the following training:
 - Vehicle Extrication – each station has 3 cars to practice on
 - Engine Company Operations
 - Emergency Burn Care

Accomplishments:

- 4 personnel attended the Andy Fredericks Training Days conference in Lexington
- Total Training hours for March: 3,659.42
 - Full Time Personnel: 3,068.74
 - Part Time Personnel: 379.59
 - Volunteer/Substitutes: 211.13

Planned Activities:

- Facility training is set for May 1st-12th all stations will rotate to the training tower for 8 hours each day
- 2 personnel will be attending the Alabama Fire College for a week-long Airport Rescue Firefighter course (ARFF)

Trustee Robling asked what the Andy Fredericks Training Days Conference was. Assistant Chief Combs explained that the conference encompasses everything from engine company operations, leadership and ladder company operations. There were speakers from FDNY, Houston Fire Department, Louisville Fire Department and other departments from around the country. Assistant Chief Combs explained that this type of conference allows them to meet speakers and discuss with them training opportunities in Bloomington.

Chief Dillard informed the board that beginning May 1, Assistant Chief McWhorter and Battalion Chief Deckard will be switching roles.

g. Community Risk

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- Bicentennial Pathway construction has begun on North Old 37 and we receive daily updates for road closures and restrictions to maintain access to Station 25
- The VA Lethal Means program is being marketed to the entire county and initially has been a success

Accomplishments:

- Monroe County Suicide and Overdose Fatality Review (SOFR) team – MFD is a charter member – confidential case reviews, determining contributing risk factors and circumstances, identifying opportunities for

system improvement, and recommending policies, practices and programs for prevention

- Within 6 months on becoming operational, we had a baby dropped off in the safe haven baby box. Baby is doing very well and CPS has already contacted us to update us on the fact that 20 families are ready to adopt

Planned Activities:

- Initiating a meeting between Building Department, Health Department and MFD regarding unsafe buildings

Trustee Courtright asked Deputy Chief Coover to explain what happens when a baby is surrendered. He stated that when the door is opened an alarm goes off that is silent. When something has been placed in the box, it trips a second alarm that goes off 30 seconds after the baby is placed in the box. This alarm sounds in the building for our crews to hear. We have set the alarm to sound like a baby crying, so there is no confusion on what the alarm is. Dispatch is also notified immediately when the alarm goes off.

Trustee Courtright asked why the 30 second delay, Deputy Chief Coover explained that is so that the mother can safely get away without being identified. The individual who surrendered the baby did take the support packet bag located in the box. This is information to help the individual after they have surrendered a child.

Trustee Robling asked if we have training on what to do when a baby is surrendered? Deputy Chief Coover stated that yes, all crews have been trained on what to do and it is a requirement before the box could be operational and we test the box weekly. Deputy Chief Coover did note that we learned a few things after this first infant, and we will be putting together a small EMS bag to leave near the baby box for our crews. An ambulance is dispatched immediately and taken to the hospital, where DCS will meet up with the baby. Vice-Chair Kruzan asked what would have happened if crews were on a call when the infant is surrendered. Deputy Chief Coover stated that Station 24 crew would be alerted and they would come immediately over to Station 25. Vice-Chair Kruzan asked if there are cameras pointed on the baby box. Deputy Chief Coover stated that no, there are no cameras pointed on the baby box. No effort is attempted to find the mother or parents of the surrendered baby.

NEW BUSINESS

a. Financial – Claims

Financial Assistant Robinson presented claims signed March 3, 10, 20 and 30, 2023

Trustee Robling made a motion to approve claims for March as presented.

Fiscal Officer Brown 2nd

Motion passed 5-0

b. Payroll: Included the semi-monthly payrolls for March 2023. Administrative

Assistant Bovenschen presented the payroll.

Trustee Robling made a motion to approve the payrolls for March 2023 as presented.

Fiscal Officer Brown 2nd

Motion passed 5-0

c. Financial – Statement

Financial Assistant Robinson stated that the budget can be spent by 25% for this time of the year, currently we have spent 22.2% for the General Fund and 18% for the Cumulative Fund.

Trustee Robling made a motion to approve the Certified Financial Statement as presented for March 31, 2023.

Fiscal Officer Brown 2nd

Motion passed 5-0

d. Spiker Promotions/Bloomington Speedway 2023 Agreement

Financial Assistant Robinson explained that we have provided EMS services for the Bloomington Speedway for several years now. During that time, we have had a few hiccups so we have done a contract with them for the past two years. This current contract has been updated and includes them making a deposit of about 2 races prior to the beginning of the season. At the end of the season, we will reconcile and determine if Spiker owes additional fees or if we owe them a refund.

Fiscal Officer Brown made approve the Spiker Promotions/Bloomington Speedway Agreement for 2023.

Trustee Robling 2nd

Motion passed 5-0

e. Lawn Mower Quote for Station 22

Deputy Chief Tusing presented the board quotes for a new lawn mower for station 22. The goal is to purchase a mower each year, replacing the older equipment we have. Deputy Chief Tusing explained that we currently have TORO's at some stations, and is proposing to go with the 60" Toro from J&S Locksmith.

Fiscal Officer Brown asked what type of motor the mower had. Trustee Courtright asked if Fleet did maintenance on the mowers or if we send those out. Deputy Chief Tusing stated that it is a Kawasaki motor, but he didn't have down how much horse power it had. As to the maintenance, this mower would have a warranty, so all repairs would be done by the them. However, regular maintenance and blade sharpening we can do in house.

Trustee Robling made a motion to purchase the 60: Toro 4000 Series mower from J&S Locksmith in the amount of \$10,772.00

Fiscal Officer Brown 2nd

Motion passed 5-0

f. Tactical Gear Purchase

Tabled until May due to no quotes received

ADDITIONAL COMMENTS

Vice-Chair Kruzan asked if there were any additional comments or questions from the board. No questions.

NEXT MEETING


Vice-Chair Kruzan that the next meeting will be in person on May 10, 2023, at Station 21, located at 9094 S. Strain Ridge Road, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN

Vice-Chair Kruzan called for a motion to adjourn.
Trustee Robling made a motion to adjourn at 6:45pm
Motion passed 5-0


Minutes approved by the board of trustees on May 10, 2023:

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