



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, August 14th, 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
John Bernstein, Trustee
Christina Courtright, Trustee
Kevin R. Robling, Trustee (via Zoom)
Dan Vest, Trustee

Those absent were as follows: Mark Kruzan, Vice-Chair
Michael Baker, Fiscal Officer

Others present were as follows: Dustin Dillard, Chief
George Cornwell, Deputy Chief, Operations
Matt Bright, Deputy Chief, EMS (arrived at
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

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 that we needed to add the 2025 Budget to New Business on 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.

MINUTES OF PREVIOUS MEETING

Minutes from the July 10, 2024 regular meeting were presented to the board for approval. Trustee Robling made a motion to approve the minutes of July 10, 2024.
Trustee Courtright 2nd
Roll call vote was taken
Sorensen - Yes, Bernstein - Yes, Courtright - Yes, Vest - Yes, Robling - Yes
Motion passed 5-0

UNFINISHED BUSINESS

There was no unfinished business this month.

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, Christine Bartlett went over the bidding schedule. Notice to bid was published two times, as required. Pre-bid meeting August 21st at 1:00pm in the Nat U Hill Room at the Courthouse. The Bids will be opened on September 4th at 1:00pm in the Nat U Hill Room at the Courthouse as well. If anyone wants to submit a bid in advance you can at the Ferguson Law Offices, 403 E. 6th Street Bloomington, IN. There is a process in place to keep those bids sealed until the time of the bid opening. Lastly, after the analysis by the group (between September 4th and September 11th), the bid award will be made at the September 11th board meeting.

b. Statistics

Deputy Chief Bright updated the board the monthly statistics

	<u>JUNE 2024</u>	<u>JULY 2024</u>
TOTAL Emergency Calls	534	464
Fire Calls	27	16
<i>Structure</i>	10	2
<i>Vehicle</i>	6	5
<i>Wildland</i>	3	1
<i>Other</i>	8	8
Over Pressure Rupture, Explosion, Overheat	3	0
EMS Calls	286	301

<i>Medical</i>	180	167
<i>EMS Crew Assist</i>	65	96
<i>Motor Vehicle Accidents</i>	41	38
Hazardous Conditions	58	16
Service Calls	51	50
Good Intent Calls	71	51
False Alarms	25	30
Severe Weather	8	0
Special Incidents	5	0
Incidents by Township	405	359
Benton	27	25
Bloomington	40	24
Clear Creek	49	49
Indian Creek	12	11
Perry	118	96
Van Buren	149	132
Washington	10	22
Incidents – Contracted Townships	35	25
Polk	10	2
Salt Creek	25	23
Incidents by Aid Given	94	80
Bean Blossom	0	2
Bloomington City	28	13
Ellettsville	22	10
Richland Township (EFD)	38	50
Greene County	6	5
Lawrence County	0	0
Brown County	0	0
Owen County	0	0
Morgan County	0	0
AID Received - Year to Date		198
Station 81 Response		
Engine 81 – 85		Squad 81 – 11
Average Response (dispatch to arrival on scene)	7 min 51 sec	7 min 34 sec
Average Turnout (dispatch to enroute)	0 min 51 sec	1 min 4 sec
Average Time on Scene	32 min 16 sec	53 min 33 sec

July SOR (Statements of Refusal) signed: 10

Trustee Christina Courtright asked if there's a way to break down the frequency of our ambulance runs – do we statically mark that somewhere? Deputy Chief Bright responded stating that we do and the ambulance is kind of an interesting anomaly. Since we're a fire department first, we have to submit two reports for one ambulance run. We submit one as a fire report and one as an EMS report – each ambulance incident generates two separate reports.

Deputy Chief Bright elaborates on ambulance calls and statistics – long discussion.

b. Emergency Medical Services – Special Operations

Deputy Chief Bright updated the board on EMS/Special Operations

Current Situation:

- Ambulance 22 in service and operating
- Staff physicals underway

Accomplishments:

- Attended Image Trend Training Class
- Completed initial training with MedBill and posted video for all staff

Planned Activities:

- Monroe County Table Top Exercise
- Quotes for 2025 Physicals

c. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Testing Gear – we have a member that is wear testing a set of gear for the next 60-90 days as an option for future purchases

Accomplishments:

- Marine 21 has been repaired and is back in service
- Pump testing has been completed on all of the apparatus
- Work orders completed – 34
 - Minor – 16
 - Moderate – 15
 - Major – 3

Planned Activities:

- Working on a grant for 20 sets of Wildland gear
- We had received a quote from Nichols Fire & Fleet for Ground Ladder testing
- We have received a quote from Howell Rescue for service on the Amkus Rescue tools

Trustee John Bernstein asked if we're still in the process of replacing Marine 21.

Deputy Chief Cornwell explained that we do plan on replacing Marine 21; however, we have a lot of things going on so we're unsure on when that will happen. Trustee

John Bernstein asked a follow-up question, will Marine 21 remain as a backup? Chief

Dillard responded yes, we will keep it in operational condition, but the new one will be a 2-3-year process.

Trustee Christina Courtright asked what the Amkus Rescue tools are. Deputy Chief Cornwell explained that it's the brand name of rescue tools we use. We have three different brands we use: Genesis, T&T, and Amkus.

d. Training

Assistant Chief Deckard updated the board on Training:

Current Situation:

- Recruit Academy #005 – only four weeks left
- Ethanol Emergency Response Safety Seminar – August 15th, Brownsburg
- Rope Tech course
- Driver General course
- MFPD Hosting a Fire Line Safety Education course

Accomplishments:

- Total Training hours for June: 2,472.25
 - Full Time Personnel: 2,386.25
 - Part Time Personnel: 66.25
 - Volunteer/Substitutes: 19.75
- 13 MFPD members certified in Trench Rescue Ops & Tech
- Recruit Academy #005 – all now HazMat Operations Certified
- Three MFPD members attended Swift Water Rescue Training
- MFPD Rope Tech held local tower training

Planned Activities:

- IDHS District 8 FOST course in Lawrence County

Trustee John Bernstein asked where we go for the Swift Water rescue trip? Assistant Chief Deckard responded stating they were in Plainfield and Bargersville.

f. Community Risk Reduction

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- Community Emergency Response Team (CERT) course with Emergency Management scheduled for July-August now in progress
- Coordinate efforts between STRIDE and MFPD certified Peer Support Professionals

Accomplishments:

- Community Activities: Monroe County Fair, Westbury Village Touch-a-Truck, Resource Fair at Country View Apartments
- Hosted Hoosier Burn Camp Teen Lake Outing at Paynetown SRA

Planned Activities:

- Initial planning for Homeland Defender Disaster Drill for spring 2025
- Insurance Navigator to work with Jail to provide assistance to enroll those in need for insurance as a partnership with SCCAP (South Central Community Action Program)

Trustee John Bernstein asked what the Pointe Services Association (at Eagle Point) can do to facilitate MFPD understanding and knowledge of where to go now that we don't have anyone at the guard shack in the front to assist. Deputy Chief Coover explained that each dispatch system has map support; however, we can't always rely on technology. With that, any place with a reflective sign that's universal would be ideal, but not required. Chief Coover suggested they should further this conversation at a later time. Deputy Chief Coover and Trustee Bernstein will meet to discuss.

g. Administrative Report

Chief Dillard updated the board on Administration

Current Activities:

- Working on the 2025 Budget Process
- 2023 SBOA Federal Compliance Audit is underway
- Receiving registrations for Station 26 Bid Process

Accomplishments:

- Federal Signal demo vehicle
- Billed and received payment for Ambulance service at Monroe County Fair
- Updated 2025 Fire Protection services contract pricing for Salt Creek and Pol township budgets

Planned Activities:

- Bean Blossom township has scheduled public meetings to present merger information on August 26, 27, and 28. All meetings are 5:00pm – 7:00pm in the Stinesville Community Center
- AVL Auto Aid Zones for I69 meeting on August 14th
- MFD Community Day – August 24, 2024 @ Station 21. Food served 11:00am – 2:00pm with activities from 11:00am – 4:00pm

Personnel Report:

- Retirements – 0
- Promotions – 0
- Hiring – 11 (full-time)
- Resignations – 1

Trustee Kevin Robling asked if the resignation was a new-hire and Chief Dillard said no.

Chair Vicky Sorenson asked what the I-69 meeting is about. Chief Dillard explained it's really with GIS to come to an understanding of what MFPD wants to do regarding fire zones and to begin looking at that from a technical standpoint.

NEW BUSINESS

a. Resolution 24-003 EMS Revenue Fund

Financial Assistant Robinson presented the Resolution 24-003 EMS Revenue Fund and began by explaining that MFPD set up a bank account two months ago to collect funds for EMS Revenue. When MFPD received their bank statement, the accountant realized there needed to be a fund attached in order to put revenue in, take it out, and move to MFPD general fund - there must be a paper trail. With that, MFPD needs a fund established for in and out transactions for EMS Revenue. Financial Assistant Robinson elaborates stating the EMS Revenue fund could later be used for a new budget for EMS or ambulances. However, at this time the establishment of this plan would be to receive all EMS revenue and then transfer it into MFPD general fund. That way the board and the chief could use those funds for any client in MFPD budget going forward.

Trustee Robling made a motion to approve Resolution 24-003 EMS Revenue Fund
Trustee Courtright 2nd

Roll call vote was taken

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

Motion passed 5-0

b. Command Vehicle Purchase

Assistant Chief Combs presented the Command Vehicle Purchase by giving a brief update on pricing of trucks at Curry Auto Center. MFPD has already purchased four trucks this year at the price of \$49,500.00 each. Curry Auto Center is willing to offer the same price if MFPD decides to purchase one more truck.

Financial Assistant Robinson reminded the board the first four trucks purchased were encumbered by last year's budget.

Trustee Courtright made a motion to approve the quote of \$49,500.00 for a new Command Vehicle Purchase.

Trustee Vest 2nd

Roll call vote was taken

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

Motion passed 5-0

c. 2025 Budget

Chief Dillard presented the 2025 Budget by giving an overview of the general budget and where MFPD currently stands. Chief Dillard went through the entire budget explaining any increase or decrease in each line and the reasoning behind it. After discussion it was decided that a budget work session for the board would be helpful. Chair Sorensen will reach out to board members to determine a day in the near future.

FINANCIALS

a. Financial – Claims

Financial Assistant Robinson presented claims signed July 2, 11, 12, 24, and 31, 2024.

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

Trustee Bernstein 2nd

Roll call vote was taken

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

Motion passed 5-0

b. Payroll

Administrative Assistant Bovenschen presented the July monthly payrolls for approval which included July 15th and 30th, 2024.

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

Trustee Vest 2nd

Roll call vote was taken

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

Motion passed 5-0

c. Financial – Statement

Financial Assistant Robinson stated that we have spent 48.6% for the General Fund and 40% for the Cumulative Fund for 2024, we could have expended up to 58.3% currently.

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

Trustee Vest 2nd

Roll call vote was taken

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

Motion passed 5-0

ADDITIONAL COMMENTS

Resident Jim Hicks made a public comment via Zoom expressing his concerns with the proposed 2025 Budget. Mr. Hicks reiterated his concerns and asked for a reply from the board. Trustee Robling reminded Chair Sorenson that public comment is just that, no reply from the board or any members.

NEXT MEETING


Chair Sorenson stated that the next meeting will be in person on September 11, 2024 at Station 21, located at 9094 S Strain Ridge Road, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN

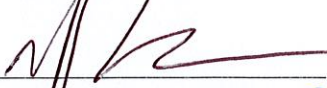
Trustee Robling made a motion to adjourn at 7:35p.m.

Minutes approved by the board of trustees on September 11, 2024:

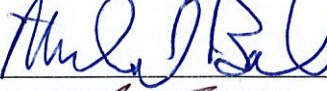
Aye:




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