



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, June 12, 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
- Mark Kruzan, Vice-Chair
- Michael Baker, Fiscal Officer (via Zoom)
- 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 (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
- Kylie Bovenschen, Chief's Aide

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 no changes 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 was no public comment.

MINUTES OF PREVIOUS MEETING

Minutes from the May 8, 2024 regular meeting were presented to the board for approval. Trustee Robling made a motion to approve the minutes of May 8, 2024.

Trustee Bernstein 2nd

Roll call vote was taken:

Sorensen – Yes, Kruzan – Abstain, Robling – Yes, Courtright – Yes, Bernstein – Yes,

Baker - Yes, Vest – Abstain

Motion passed 5-0

UNFINISHED BUSINESS

There was no unfinished business this month.

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, Christine Bartlett stated that the only thing she has been working on the bid process for Station 26 and the Resolution that is later on the Agenda.

b. Statistics

Assistant Chief Combs updated the board the monthly statistics

| | <u>Apr 2024</u> | <u>MAY 2024</u> |
|--|-----------------|-----------------|
| TOTAL Emergency Calls | 374 | 452 |
| Fire Calls | 18 | 10 |
| <i>Structure</i> | 5 | 1 |
| <i>Vehicle</i> | 3 | 7 |
| <i>Wildland</i> | 8 | 0 |
| <i>Other</i> | 2 | 2 |
| Over Pressure Rupture, Explosion, Overheat | 1 | 0 |
| EMS Calls | 229 | 286 |
| <i>Medical</i> | 141 | 169 |
| <i>EMS Crew Assist</i> | 56 | 69 |
| <i>Motor Vehicle Accidents</i> | 32 | 48 |
| Hazardous Conditions | 18 | 18 |
| Service Calls | 42 | 55 |
| Good Intent Calls | 41 | 55 |
| False Alarms | 24 | 55 |
| Severe Weather | 0 | 0 |
| Special Incidents | 1 | 3 |

| | | |
|------------------------------|------------|------------|
| Incidents by Township | 307 | 380 |
| Benton | 16 | 19 |
| Bloomington | 36 | 35 |
| Clear Creek | 32 | 55 |
| Indian Creek | 11 | 15 |
| Perry | 86 | 108 |
| Van Buren | 112 | 133 |
| Washington | 14 | 15 |

| | | |
|---|-----------|-----------|
| Incidents – Contracted Townships | 18 | 17 |
| Polk | 2 | 3 |
| Salt Creek | 16 | 14 |

| | | |
|-------------------------------|-----------|-----------|
| Incidents by Aid Given | 49 | 55 |
| Bean Blossom | 2 | 0 |
| Bloomington City | 4 | 3 |
| Ellettsville | 9 | 14 |
| Richland Township (EFD) | 26 | 35 |
| Greene County | 6 | 3 |
| Lawrence County | 1 | 0 |
| Brown County | 0 | 0 |
| Owen County | 0 | 0 |
| Morgan County | 1 | 0 |

AID Received - Year to Date **120**

Station 81 Response
Engine 81 – 68

Squad 81 – 11

| | | |
|---|---------------|---------------|
| Average Response (dispatch to arrival on scene) | 7 min 32 sec | 7 min 12 sec |
| Average Turnout (dispatch to enroute) | 0 min 58 sec | 0 min 58 sec |
| Average Time on Scene | 23 min 54 sec | 31 min 47 sec |

May SOR (Statements of Refusal) signed: 8

c. Emergency Medical Services – Special Operations

Assistant Chief Combs updated the board on EMS/Special Operations until Deputy Chief Bright arrived.

Current Situation:

- Working with State Image Trend reporting system
 - Integration with Central Dispatch for ambulance calls
 - Assistant Chief Combs explained that every apparatus has to be programmed into the Dispatch system
 - Setting up the Elite Field for use in the ambulance

Accomplishments:

- Received Ambulance #2
- Met with the ED coordinator(s) at IU Bloomington
 - Toured facility, established points of contact-including for stroke and cardiac cases
 - Learned about uploading EKG to the hospital
 - General Q & A

Planned Activities:

- After ambulance reporting set up, confirm report sharing capabilities with Monroe and IU Bloomington Hospitals
 - Also look at IU Bedford and IU Morgan for the same

Deputy Chief Bright explained that we plan to have a soft opening/touch a truck during the Fair with the ambulance.

Trustee Vest asked once all four ambulances are received, what stations will they be housed in? Deputy Chief Bright explained they would be the stations surrounding the county, Station 22, Station 21, Station 29 and Station 25.

Vice-Chair Kruzan asked if a call goes out, however the district misses the address when responding, is that documented anywhere? Deputy Chief Bright explained that yes, the responding crew should put the information into the reporting software. However, that does not go to dispatch, only our report.

d. Operations

Deputy Chief Cornwell updated the board on Operations

Current Situation:

- Engine 21 is in Indy for a motor repair -- we hope to have back in the next week

Accomplishments:

- Gear Fitting for Recruit Class 005 completed
- Work Orders completed: Total-26; Minor-13; Moderate-12; Major-01

Planned Activities:

- Fire Service will be here to service all TNT tools
- Working to have Howell Rescue and Hoosier Fire down to complete the rest of the service needed on the Rescue tools.

e. Training

Assistant Chief Deckard updated the board on Training:

Current Situation:

- Teaching Instructor II class at IVY Tech
- Met with instructors for Recruit Class 005
- Fire Officer I class for District 8
- Trained on a house donated by IDOT on Arlington Road

Accomplishments:

- Total Training hours for May: **1,705.75**
 - Full Time Personnel: **1,518.50**

- Part Time Personnel: 172.75
- Volunteer/Substitutes: 14.50
- HazMat IQ class scheduled for 2025
- Finished Hoosier Hills class for 2023/2024 school year

Planned Activities:

- Trench Rope Rescue Class July 8-12 at Station 21
- Driver Pumper General on shift training certification
- IDHS District 8 Flashover June 29

Trustee Bernstein asked how HazMat information is distributed to the firefighters as things change quickly concerning HazMat materials. Assistant Chief Deckard explained that as we receive information concerning HazMat chemicals, it is forwarded to Battalion Chief's and they discuss with crews.

f. Community Risk Reduction

Deputy Chief Coover updated the board on Community Risk Reduction.

Current Situation:

- One youth misusing fire going through the Fire Stop program
- Initiated training for navigators
 - Indiana Navigators are individuals who assist consumers in completing Health Insurance Marketplace applications (IN Dept of Insurance)
 - One member has passed the initial testing and will be taking the final test

Accomplishments:

- Fire Prevention activities: Unity Church preschool visit, Templeton Elem. Egg Drop, Grandview Elem. Fun Run, Egg Drop and Field Day, Lakeview Elem. Egg Drop and Field Day, Maple Grove preschool visit, Marlin Elem. Field Day, Harrodsburg Heritage Days Parade and Harm Reduction presentation at Morganstern's Books
- NaloxBoxes
 - Distributed 20 overdose kits

Planned Activities:

- Creating coalition with Moms Demand Action and VA to meet in June

Trustee Bernstein asked about new building construction and planning for fire safety. Trustee Bernstein asked if they provide us their information about their building, Deputy Chief Coover explained that yes, they provide information and we verify in our annual pre-plan of the building. Deputy Chief Coover explained that there are many agencies that look at the plans prior to new construction of a building.

Vice-Chair Kruzan asked about the Human Rights Commission and wanted clarification that it was not anything fire department related. Deputy Chief Coover explained that he is a member of the Human Rights Commission -- and the case he is currently working on has nothing to do with the fire District.

g. Administrative Report

Assistant Chief Combs updated the board on Administration. Chief Dillard explained that he currently has laryngitis and needs to rest his voice.

Current Activities:

- Applying for Department of Workforce Development Employer Training Grant for Academy 004

Accomplishments:

- Received 2019 Safer Grant Reimbursement \$621,814.43
- IT Specialist Cooper attended Cybersecurity Training Base Camp hosted by Indiana Office of Technology

Planned Activities:

- Officer Development Training #12 – June 20
- Scheduling for Monroe County Fair activities July 1-8

Personnel Report:

- Hiring -- 0
- Promotions -- 0
- Hiring - 2
- Resignations – 1

IT Specialist Cooper explained to the board about the Indiana Office of Technology seminar. Trustee Courtright asked about our contingency plan for a ransom ware attack. IT Specialist Cooper explained what ransom ware is and what are plan is. We have backup in three separate locations on three copies of a copy basically. We have security systems in place where Darrell gets alerts for anything out of our area – when someone logs in to their email or when they are out of the country.

Chair Sorensen asked about how Salt Creek Township will go about asking for additional fire hydrants? Chief Dillard explained that the Salt Creek Trustee had approached us about adding some additional hydrants in their area and wanted some guidance from us.

Assistant Chief Combs also mentioned the Tri-pod Rope Rescue training that recently was held between City of Bloomington Fire and MFD. It was very useful and successful training.

NEW BUSINESS

a. Resolution 24-002

Legal Counsel Bartlett explained that the resolution is just giving the Chair the authority to act for the District in getting all property legally transferred into the current District Name. The three properties in question are the original properties of Perry Clear Creek Fire Protection District and although the resolution by the county changing the name legally to Monroe Fire Protection District should be efficient to get the titles correctly updated, this is a cleaner way to get the transfers done. This

resolution will authorize the Chair to sign any documents required to get this accomplished.

Trustee Robling made a motion to approve Resolution 24-002

Trustee Courtright 2nd

Roll call vote was taken

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

Motion passed 7-0

FINANCIALS

a. Financial – Claims

Financial Assistant Robinson presented claims signed May 8, 28, 29, and 30, 2024.

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

Trustee Courtright 2nd

Roll call vote was taken

Robling – Yes, Vest – Yes, Courtright – Yes, Sorensen – Yes, Kruzan – Yes,

Bernstein – Yes, Baker – Yes

Motion passed 7-0

b. Payroll

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

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

Trustee Courtright 2nd

Roll call vote was taken

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

Motion passed 7-0

c. Financial – Statement

Financial Assistant Robinson stated that we have spent 33.9% for the General Fund and 21% for the Cumulative Fund for 2024, we could have expended up to 41.6% currently.

Trustee Robling made a motion to approve the Financial Statement as presented for May 31, 2024.

Vice-Chair Kruzan 2nd

Roll call vote was taken

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

Motion passed 7-0

Chair Sorensen asked about the Substitute/Emergency/OT/Training line being currently over budget. Financial Assistant Robinson explained that we are working with the

Accountant to do a transfer as some individuals were improperly paid from that line. We are working to change the payroll voucher to better suit the budget lines with the accountant.

Financial Assistant Robinson explained that our LIT supplemental settlement this year was \$797,848.00 last year we received around \$27,000.

ADDITIONAL COMMENTS

NEXT MEETING

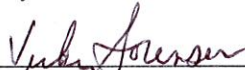
Chair Sorensen stated that the next meeting will be in person on July 10, 2024 at Station 21, located at 9094 S. Strain Ridge Road, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN

Chair Sorensen called for a motion to adjourn.
Trustee Robling made a motion to adjourn at 6:45p.m.


Minutes approved by the board of trustees on July 10, 2024:

Aye:

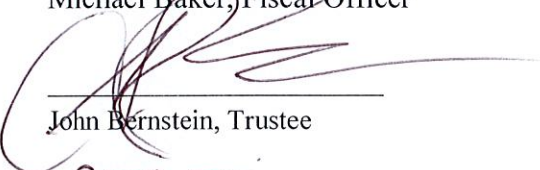


Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair



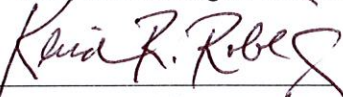
Michael Baker, Fiscal Officer




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