



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 8, 2022. The meeting was held in person at Station 39, 9019 S. Hinds Road 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.

Those present were as follows:

Vicky Sorensen, Chair
Mark Kruzan, Vice Chair
C. Ed Brown, Fiscal Officer
Michael Baker, Trustee
Christina Courtright, Trustee
Kevin Robling, Trustee
Dan Vest, Trustee

Those absent were as follows:

Others present were as follows:

Dustin Dillard, Chief
George Cornwell, Deputy Chief, Operations
Steve Coover, Deputy Chief, Community Risk Reduction
JJ McWhorter, Assistant Chief, Training
Joel Bomgardner, Assistant Chief, Administration
Christine Bartlett, Attorney, Ferguson Law
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist
Jeffrey Combs, Battalion Chief, MFD
Lt. Dave Owens, MFD
FF. Steven Waldrige, MFD
FF. David Langley, MFD

**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 amendments or changes to the agenda. There were no requests for changes or amendments 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 were no public members requesting to speak.

MINUTES OF PREVIOUS MEETING

Minutes from the April 13, 2022 regular meeting, were presented to the board for approval. Chair Sorensen asked for a motion to approve the minutes.

Trustee Robling made a motion to approve the minutes of April 13, 2022 as presented.
Vice Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Baker, Courtright, Brown, Robling, Vest

Motion passed 7-0

Chair Sorensen wanted to inform everyone why the May meeting had been cancelled. The meeting was cancelled because several trustees were on vacation, Chair Sorensen came down with COVID, this resulted in not having a quorum.

UNFINISHED BUSINESS

Mrs. Bovenschen reported no unfinished business.

NEW BUSINESS

Department Updates

a. Legal Updates

Legal Counsel, Mrs. Bartlett informed the board that she was continuing to work on Benton transfers of the building and property (Station 24). There have been some deed and property line issues, but she believes everything will be completed soon and everything can be recorded with the County. After being recorded with the county the deed transfers will happen.

b. Statistics

	<u>May 2022</u>
TOTAL Emergency Calls	399
Fire Calls	15
Over Pressure Rupture, Explosion, Overheat	0
EMS Calls	282
Hazardous Conditions	19
Service Calls	27
Good Intent Calls	33
False Alarms	16

Severe Weather	1
Special Incidents	6
Incidents by Township	303
Benton	18
Bloomington	43
Clear Creek	50
Indian Creek	11
Perry	88
Van Buren	130
Washington	24
Incidents – Contracted Townships	23
Polk	6
Salt Creek	17
Incidents by Aid Given	12
Bean Blossom	0
Bloomington City	1
Ellettsville	0
Richland Township (EFD)	6
Greene County	2
Lawrence County	2
Brown County	1
Owen County	0
Morgan County	0
AID Received - Year to Date	10
Average Response (dispatch to arrival on scene)	8 min 03 sec
Average Turnout (dispatch to enroute)	1 min 04 sec
Average Time on Scene	26 min 49 sec
SOR (Statements of Refusal) signed:	4

Trustee Courtright asked if more runs were on Mondays due to heart attacks. Deputy Chief Coover stated that there have been studies done that do prove the anxiety of going to work on Monday's was found to be a leading factor in heart attacks.

Trustee Robling asked how many times during the month of May the City of Bloomington Fire assisted MFD on calls. Chief Dillard stated that he did not have that statistic. The statistical summary provided by Deputy Chief Bright does list a year to date total of Aid received my MFD, but does not list by each department we receive aid from. So far during 2022, we have received aid 10 times. This number could be from City of Bloomington Fire, Center Township Fire (169 calls with Greene County), Ellettsville Fire Department, as well as Marshall Township (Lawrence

County) and others that we have a Mutual Aid agreement with. Trustee Robling asked if we had an automatic aid agreement with City of Bloomington, as he remembered in the past that we might have. Chief Dillard stated that we did not have Automatic Aid Agreements but that we do have a mutual aid agreement with them and all surrounding fire departments. What that means is when we arrived on a scene and need assistance, we would have to ask them via dispatch. Trustee Robling asked how many times did the City of Bloomington receive aid from MFD? Chief Dillard stated that he would have Deputy Chief Bright start reporting when we give aid to other departments, by which department we are giving the aid too.

Trustee Courtright asked why the turn out time for Station 23 was so much longer than other stations. Chief Dillard explained that it could be that they hadn't hit arrival on their MDT as they arrived to a scene. That simple act would skew the numbers. Chief Dillard stated that for the most part, Station 23 is generally one of the fastest stations out. Fiscal Officer Brown noted that Station 39 had an average turn out time for fires of 22 seconds. Great job to those crews.

Chair Sorensen asked why there were so many calls to Salt Township, Chief Dillard responded stating most was due to warmer weather and that more people were using the areas around the lake.

c. Emergency Medical Services – Special Operations

Chief Dillard updated the board on the current situations:

- Currently have 3 light duty individuals.
- 2nd meeting with dispatch is in the works. There is an action item list both at dispatch and the fire district that both parties are working on.
- Met with City of Bloomington Chief to discuss one of the processes they use to make changes in CAD

Captain Combs gave an update on the progress made with dispatch:

- Moving forward on the big items identified
- Working to get unit specific dispatching in place
- Locator function has been working well for about the past month.

Trustee Robling asked if Captain Combs thought we had made good progress since the initial meeting. Captain Combs stated that yes, we have had forward progress. We are still far from the overall completion of what we think can be done and needs to be done.

Vice-Chair Kruzan stated slowly but surely things are moving in the right direction. Vice-Chair Kruzan thanked Captain Combs and IT Specialist Cooper, for the documentation they have complied. There is now a line of communication with City of Bloomington Fire Chief Moore and City of Bloomington Police Chief Diekoff that wasn't there before. There will probably still be some disagreements but we feel that with this open line of communication, it will get better for dispatch calls with all fire departments

Captain Combs stated that some of the things we are asking of central dispatch, they aren't accustomed to, so there is a learning curve for everyone. Eli is trying to work with us about where we are trying to head. We are trying to paint the full picture for them and hopefully this will help them to better understand.

Trustee Courtright asked if we thought that dispatch is now understanding what we have been trying to say for several months? Even if they don't know how to fix what we are asking, are they at least understanding what are concerns are. Chief Dillard stated that Captain Combs has compiled some compelling statistics, and with putting this on paper and showing it to dispatch the time increases. Captain Combs in May compiled a graph for them to see. IT Specialist Cooper stated that we are working through our side of it, we are making sure that not only are we doing what we say we are, but that we have substantial proof that we are doing our due diligence. We had meeting with them where we were shown map settings, which we didn't use before, which then opened up some specifics. Captain Combs is very good at clarifying with dispatch exactly what we are expecting. We are not just collecting information, we are gathering data so that we can fix the issues.

We have had training with our members, basically reeducating our members, so that when issues arise they know where to look for certain things instead of just blaming dispatch for all issues. Captain Combs stated that we sent all Operation Battalion Chiefs and some company officers to dispatch to shadow them for an afternoon to give our members an understanding of what dispatchers are going through with each call. There was a lot of positive feedback from our members after this.

Chief Dillard went over the Special Operations Accomplishments:

- 2nd round of defibrillators are now on apparatus and in service.
- Quarterly HazMat training was completed on Memorial Day weekend.
- Final draft of procedures for Hazmat and Health & Wellness have been completed. There will also be training on the new procedures so that every member fully understands what the procedure is.

Chief Dillard went over the Planned Activities:

- Work Performance Evaluations will begin in June. Chief Dillard will complete the course prior to departing for Colorado.
- Annual yearly physicals begin in July with bloodwork, physical will take place in August.

Trustee Robling asked where the work performance evaluations are being held. He would like to attend and see what exactly the firefighters go through. Chief Dillard stated that he may come out to Station 25 and watch anyone go through the evaluation.

d. Operations

Deputy Chief Cornwell went over his Operations report:

- Apparatus back in service
 - Rescue 21 – pumps are still out of service, truck can be used.
 - Engine 21 – back in service
- Engine 22 final inspection was completed. Chief Dillard, Deputy Chief Cornwell, Captain Fipps, Lieutenant Dillard, Lieutenant Deckard and Mechanic Welch attended the final inspection in Ocala, Florida. A pump test was performed and the guys did get to take the truck out for a drive. We expect the truck to be in Indiana sometime over the next few weeks. A video was shown of the new truck. Trustee Robling asked where the new truck would be placed. Engine 22 will be housed at Station 22 on Kennedy Drive.
- Roto-Ray light is on Engine 22.

Trustee Robling asked about the recent approval by the board for thermal imaging cameras. Deputy Chief Cornwell stated that they were purchased and placed into service with some mixed feelings by crews. We did explain when we distributed these that they were more like a rescue camera, so that if there was an issue with a downed firefighter. We will not be purchasing this exact camera again until further discussion.

Trustee Robling asked if we had a good camera on all apparatus. Deputy Chief Cornwell explained that every officer has a camera on them. The busier stations do have extra cameras. IT Specialist Cooper added that during FDIC we found that we had some software upgrades that could be done with some of our cameras. This has been completed. Captain Combs showed the board a camera from a SCBA pack.

e. Training

Assistant Chief JJ McWhorter gave the training report:

- Crews have completed a 9-part EVOC (Emergency Vehicle Operating Course) an online program provided by McNeil and Associates. The driving portion will be completed later this month.
- Crews trained on Search & Rescue and RIT (rapid intervention team) drills. Indiana Department of Homeland Security allowed us to use their confidence course trailer.
- Crews went over pumping and drafting operations as well as CAFS (compressed air foam systems) systems.
- Crews completed medical training over environmental emergencies and drownings.

Assistant Chief JJ McWhorter went over the Accomplishments:

- Full time personnel completed 2,274.2 hours of training.
- Department wide training hours completed were 3,241.75
- Completed Fire Officer Strategy and Tactics class, this consisted 15 hours of class room and a 5-hour practical skill day. This class is for our newer

and probationary firefighters. Ellettsville Fire had 5 personnel attend and 1 from Jeffersonville Fire.

- 8 personnel attended an Electric vehicle class put on by the Energy Security Administration. This was with the help of Ken Parrish (Ken's Westside). This class was held at Wayne Township and included not only firefighters, but wrecker drivers and police officers. Those that attended, put together a power point presentation that has been used by the district for shift training.

Assistant Chief JJ McWhorter went over Planned Activities:

- Hosting bus extrication class on June 11th. This class will be taught by Mike Siverding
- Driver Operator General class will begin on June 4th. This is the first of 4 modules we will be putting our newer personnel through. The other classes are Driver Operator Pumper, Mobile Water Supply and Aerial which will be put on in the upcoming consecutive months.
- We have scheduled Firefighter I/II, Hazardous materials awareness and operations. This is a 4-part class that is a state certification class for incoming new volunteers that want to be firefighters, new volunteers that will be EMT's will be required to attend the 2 hazardous materials portions of this class. This class consists of 4 ½ months of classes 2 nights a week from 6-10pm and some weekends. We currently have 12 members wanting to take part in the whole class and another 6 EMTS that will be taking part of the hazardous materials portion. We will have 10-12 participants from Lawrence County taking part in this also.

Vice-Chair Kruzan asked about the electric car training. Assistant Chief McWhorter explained that this will be an ongoing training,

f. Community Risk

Deputy Chief Coover updated the board on ongoing events.

- Still working several fire investigations.
- Still planning the Hoosier Defender Disaster Drill.
- Still working with INDOT on the new access gate system (which will be automatic) for Burch Road and I69.
- Still working with INDOT on right of way access for the new station 26 in Washington township.
- Continuing to work with Adult Protective Services as well as Department of Children Services.
- Continuing to work with MCCSC School Resource Officers on an in-service presentation on youth well-being.
- Hoosier Burn Camp will be July 20 and 21.

Deputy Chief Coover went over the accomplishments:

- Continuing to work with Monroe County Suicide Prevention Coalition

- Safe Haven box meeting to discuss possible location, their recommendation was Station 21 and/or Station 25.
- Evacuation Drills at Grandview Elementary completed.
- Participated in the 100-year celebration at Unionville Elementary School.
- Participated with several elementary schools with egg drops and final field day events for the year.

Deputy Chief Coover went over the planned activities.

- Working with multiple agencies on the Hoosier Defender Disaster Drill.
- Continue to work with INDOT on both the Burch Road new gate system.
- Visit with State Fire Marshall continues to be put on hold.
- Hoosier Burn Camp will be held July 20 and 21 at Paynetown SRA. This is for teen-age burn victims from across Indiana.
- Critical Incident Stress Management team has met and discussed additional training on requests for peer support.
- Continue to work on the Fire Protection Ordinance
- Continue to work on a residential fire inspection program. We are working on this with the Monroe County Health Department.

Trustee Baker asked what are the plans for access to residents while Simpson Chapel Road and Sample Road is closed for a month. This is an INDOT and Monroe County project. Both directions will have access.

Vice-Chair Kruzan asked if there was a draft of the Fire Protection Ordinance that the board could have. Deputy Chief Coover will get the board the draft. Vice-Chair Kruzan asked what governing body authorizes the ordinance. Deputy Chief Coover stated that the Monroe County Commissioners and the Monroe Fire Protection District Board of Trustees would need to sign and then he would take the ordinance to the State Fire Marshall's board. The board asked for clarification on what this ordinance will do. Deputy Chief Coover stated that currently when we receive complaints, since we don't have jurisdiction everything has to go through the State Fire Marshall's office. This ordinance will only be for our district, not for the entire county. Vice-Chair Kruzan would like to be sure that the Commissioners need to sign this ordinance. Trustee Robling would like legal counsel to look at the ordinance.

g. Administrative Report

Chief Dillard went over items from the administrative report.

Current Activities:

- Currently have 3 light duty personnel
- 2nd quarter HSA contributions have been processed
- Semi-Annual incentives have been processed

- Gearing up for summer activities

Accomplishments:

- Provided EMS services at the Harrodsburg Heritage Days
- Had 19 members participate in the Parade during the event including volunteers.
- Auxiliary hosted first Family Fun Night at Station 21 for members families. The event had around 100 guests, with the dunk tank being a huge success.
- Participated in the Winslow Touch-a-Truck event with approximately 2000 individuals attending.
- Four new volunteer applications have been forwarded to the association. This will bring the volunteer roster to 39.
- Four additional volunteers have been released to make runs.

Planned Activities:

- Auxiliary members are sponsoring a night at the Starlight Drive-In on July 14. Food donations will be accepted and donated to local food banks.
- Gearing up for the Monroe County Fair.
- Continue to accept Volunteer applications.
- Transfer titles from Benton Township to the District.

Trustee Robling wanted to give a shout-out to the district for continuing to bring on new volunteers, thank you to Joel Bomgardner and everyone involved.

NEW BUSINESS

a. Financial – Claims

Financial Assistant Robinson informed the board that with gas prices as high as they currently are, she has projected that we may spend the fuel line by October. When we were budgeting the fuel line, we did not anticipate fuel prices rising to this level.

Financial Assistant Robinson presented claims signed April 11, 14, 25 and 30, 2022 for approval.

Vice-Chair Kruzan moved approval of claims for April as presented.

Trustee Robling 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Baker, Vest, Courtright, Robling

Motion passed 7-0

Trustee Robling asked Chief Dillard if the district needs to be doing anything differently due to the price of fuel currently. Chief Dillard stated that we have been watching the fuel issues beginning in March. Chief Dillard stated that we are looking into the issues and paying close attention. Fiscal Officer Brown stated that he remembers years ago when Joel was on the board that the district was watching fuel issues then. Trustee Robling asked if we participated in any program where we can lock in our fuel prices with the State. Trustee Robling asked if we have our own pumps on stations? Chief Dillard stated that we use WEX fuel cards, where we can

fill up at any gas station. Vice-Chair Kruzan asked if we use the county for fueling. Chief Dillard stated that it would only be convenient for a few stations.

Financial Assistant Robinson presented claims signed May 3, 12, 20 and 25, 2022 for approval.

Vice-Chair Kruzan moved approval of claims for May as presented.

Trustee Courtright 2nd

Roll Call vote was taken:

Yeas: Kruzan, Robling, Vest, Baker, Sorensen, Brown, Courtright.

Motion passed 7-0

- b. Payroll:** Included the semi-monthly payrolls for April 2022. Administrative Assistant Bovenschen stated that the payrolls for April included a 28-day period and normal payroll period.

Trustee Robling moved approval of payroll for April as presented.

Vice-Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Sorensen, Vest, Kruzan, Brown, Baker, Courtright, Robling

Motion passed 7-0

Administrative Assistant Bovenschen presented the semi-monthly payrolls for May 2022. Mrs. Bovenschen stated that the payrolls for May included a 28-day period, a normal payroll period and a holiday was also paid in the May payroll.

Vice-Chair Kruzan made a motion to approve the May payrolls as presented.

Trustee Vest 2nd

Roll Call vote was taken:

Yeas: Vest, Brown, Kruzan, Courtright, Baker, Sorensen, Robling

Motion passed 7-0

c. Financial – Statement

Financial Assistant Robinson stated that our normal expenditure at the end of May would be 40% and we are currently 37% in the General fund.

Financial Assistant Robinson stated that the Certified Financial Statement for April 30, 2022 is presented for your approval.

Fiscal Officer Brown made a motion to approve the certified financial statement as presented for April 30, 2022.

Trustee Robling 2nd

Roll Call vote was taken:

Yeas: Sorensen, Kruzan, Brown, Vest, Baker, Courtright, Robling

Motion passed 7-0

Financial Assistant Robinson stated that the Certified Financial Statement for May 31, 2022, is presented for your approval.

Fiscal Officer Brown made a motion to approve the May 31, 2022 certified financial statement.

Vice-Chair Kruzan 2nd

Roll Call vote was taken:

Yeas: Baker, Sorensen, Courtright, Robling, Vest, Kruzan, Brown

Motion passed 7-0

Fiscal Officer Brown asked if the District was still in charge of the District 8 funding. Chief Dillard explained that there were several changes made during the past year.

d. SCBA Bottle Extension

Chief Dillard asked the board to take another set of bottles to Colorado. Financial Assistant Robinson, showed a video from the first trip to Colorado. She had a bottle that had been condemned due to a small imperfection on the outside of the bottle that was passed around for the board to see. There were 4 bottles that did not pass inspections.

Fiscal Officer Brown made a motion to allow Chief Dillard to take an additional 35 bottles to Colorado for recertification.

Trustee Robling 2nd

Roll call vote was taken:

Yeas: Robling, Brown, Vest, Sorensen, Courtright, Baker, Kruzan

Motion passed 7-0

e. Dovetails and Adaptors

Deputy Chief Cornwell explained that with recertifying the bottles, we would need to also purchase new dovetails and adaptors. Deputy Chief Cornwell is requesting the purchase of 50 at a quote of \$6,490.

Trustee Robling made a motion to approve the purchase of 50 dovetails and adaptors for \$6,490.

Fiscal Officer Brown 2nd

Roll call vote was taken:

Yeas: Brown, Vest, Courtright, Baker, Sorensen, Robling, Kruzan

f. Engine 22 Equipment

Chief Dillard stated that the quotes in the packet were quotes for every piece of equipment needed for Engine 22. Chief Dillard and Deputy Chief Cornwell went through the 3 different company quotes, and picked the best pricing from the companies and are requesting to purchase the following items:

1. Fire Nozzles - \$5,033.30 – Donley Safety
2. Blitz nozzle - \$3,918.75 – Fire Service, Inc.
3. Hose - \$9,147.10 – Fire Service, Inc.
Hose - \$7,000.00 – Donley Safety
4. Vent Fan - \$4,438.65 – Donley Safety
5. Flir K45 Thermal Camera with mounting hardware - \$3,371.25 – MSA

Trustee Robling made a motion to purchase the listed items, with a grand total being \$32,909.09

Vice Chair Kruzan 2nd

Roll call vote was taken:

Yeas: Brown, Vest, Robling, Kruzan, Baker, Courtright, Sorensen

Motion passed 7-0

Trustee Robling asked what major items are still needed for Engine 22. Chief Dillard stated that the last biggest item needed would be a deck gun. Chief Dillard stated that ladders could be spec'd out, however the district had ordered those and they will be placed on the truck prior to it being driven from Florida to Indiana.

NEXT MEETING

Chair Sorensen stated that the next meeting will be July 13, 2022, at Station 24, located at 2130 State Highway 45, Bloomington, IN. The meeting will also be held via zoom. Administrative Assistant Bovenschen stated that the August meeting is yet to have a building plan started and suggested that the meeting be held at Station 29, since our May meeting did not happen, and was scheduled for Station 29.

ADJOURN


Chair Sorensen called for a motion to adjourn.

Trustee Robling made a motion to adjourn at 7:19pm

Motion passed 7-0

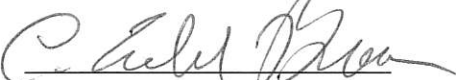
Minutes approved by the board of trustees on July 13, 2022:

Aye:




Vicky Sorensen, Chair

Mark, Kruzan, Vice-Chair



C. Ed Brown, Fiscal Officer



Michael Baker, Trustee



Christina Courtright, Trustee

Nye:

Vicky Sorensen, Chair

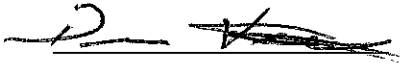
Mark Kruzan, Vice-Chair

C. Ed Brown, Fiscal Officer

Michael Baker, Trustee

Christina Courtright, Trustee

Kevin Robling, Trustee



Dan Vest, Trustee

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