



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, October 12, 2022. The meeting was held in person at Station 21, 9094 S. Strain Ridge Road, 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
C. Ed Brown, Fiscal Officer
Christina Courtright, Trustee
Michael Baker, Trustee (via Zoom)

Those absent were as follows: Kevin Robling, Trustee
Dan Vest, Trustee

Others present were as follows: George Cornwell, Deputy Chief, Operations
Matt Bright, Deputy Chief, EMS
JJ McWhorter, Assistant Chief, Training
Jeffrey Combs, Captain
Christine Bartlett, Attorney, Ferguson Law
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist
Joe Hillenburg, Full-Time Firefighter

CHANGES OR AMENDMENTS TO THE AGENDA

Chair Sorensen asked if there were any amendments or changes to the agenda. Trustee Courtright noted that #4 Approval of Minutes should read September minutes instead of August. Administrative Assistant Bovenschen noted the change.

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 were no public members requesting to speak.

MINUTES OF PREVIOUS MEETING

Minutes from the September 14, 2022 regular meeting, were presented to the board for approval. Chair Sorensen asked for a motion to approve the minutes.

Fiscal Officer Brown made a motion to approve the minutes of September 14, 2022 as presented.

Vice-Chair Kruzan 2nd

Motion passed 4-0

(Legal Counsel noted prior to voting during New Business that roll call vote must be taken since a trustee was on voting via Zoom. Due to a roll call vote not being taken for minutes motion passed by a 4-0 vote of the members physically present at the meeting.)

UNFINISHED BUSINESS

NEW BUSINESS

Department Updates

a. Legal Updates

Legal Counsel, Mrs. Bartlett stated that the County had finally reviewed the subdivision of the property for the Benton Township station. There were a few minor issues that County mentioned and legal have already been in contact with Deckard and Deckard.

b. Statistics

September 2022

TOTAL Emergency Calls

350

Fire Calls

13

Over Pressure Rupture, Explosion, Overheat

0

EMS Calls

233

Hazardous Conditions

12

Service Calls

39

Good Intent Calls

28

False Alarms

22

Severe Weather

1

Special Incidents

2

Incidents by Township

325

Benton

20

Bloomington

26

Clear Creek

32

Indian Creek

11

Perry

85

Van Buren

124

Washington	27
Incidents – Contracted Townships	17
Polk	3
Salt Creek	14
Incidents by Aid Given	8
Bean Blossom	0
Bloomington City	1
Ellettsville	3
Richland Township (EFD)	0
Greene County	4
Lawrence County	0
Brown County	0
Owen County	0
Morgan County	0
AID Received - September	4
Year to Date	23
Average Response (dispatch to arrival on scene)	7 min 42 sec
Average Turnout (dispatch to enroute)	1 min 04 sec
Average Time on Scene	32 min 12 sec

SOR (Statements of Refusal) signed: 6

Fiscal Officer Brown asked if we have had any issues with brush fires yet this year. Deputy Chief Bright stated that at this time we have not had any issues and hopefully the little bit of rain we received today was helping with the dry conditions.

c. Emergency Medical Services – Special Operations

Deputy Chief Bright updated the board on the current situations:

- No one currently out with COVID
- Currently have 2 individuals on light duty

Accomplishments:

- Draft contract for the provision of medical direction by Ascension St. Vincent's, Dr. Stephanie Gardner has been received
- Quote from IU Health for physicals received
- Make-up physicals completed
- Work Performance Evaluations completed

Planned Activities:

- Schedule make up Work Performance Evaluations
- Third quote for physicals for comparison
- Continuing work on centralized EMS inventory

- Continuing to look into ambulance and affiliated equipment purchase, billing options and certification
- Evaluate and alter as necessary the agreement for medical direction

Chair Sorensen asked if there had been any word from the County Commissioner's concerning the money they were going to possibly donate towards the purchase of ambulances for the district. Deputy Chief Bright stated that nothing had been said yet. Deputy Chief Bright also stated that we feel they are in support of helping the District purchase ambulances. There has been push back to IU Health from surrounding counties concerning sending their ambulances to Bloomington to be used.

d. Operations

Deputy Chief Cornwell went over his Operations report:

- Apparatus back in service:
 - R21 – Rescue 21 is back in service and the pumps have been repaired
 - M21 – Mechanic 21 had some warranty work completed and is ready to be picked up
 - E-22 – Engine 22 we are still waiting for large diameter hose – could be November to December before it arrives – We are currently looking to see if we can get from any other dealer

Accomplishments:

- Spoke with Sam at Ford concerning the 2022 order for two small vehicles – it appears that Ford has removed us from the 2022 order list and placed us on the 2023 order list. Deputy Chief Cornwell stated that we did not ask for this to be done
- Gear approved by Board previously has been received and distributed to firefighters
- Pump and Ladder testing will be held on October 25, 28 and 31st
- Hose testing has been completed
- 17 have completed the HazMat Technician training

Planned Activities:

- Installing tools on Engine 22

Fiscal Officer Brown asked why the ladder truck had been used so much lately. Deputy Chief Cornwell explained that it is used for all Commercial Structures when an active fire alarm is received. Deputy Chief Cornwell stated that anything south of Tapp Road, Ladder 21 will respond on.

e. Training

Assistant Chief McWhorter gave the training report:

- Total Training hours for September: 4,426.12
 - Full Time Personnel: 2,521.50
 - Part Time Personnel: 714.00
 - Volunteer/Substitutes: 651.2

- 2-week Hazardous Materials Technician has been completed with 17 of our personnel
- Rope operations begins on October 20
- ICS 400 class will be held on October 18 and 19. This class is a requirement for our promotional process
- Currently reviewing operating policies
- Auto extrication will be held on October 8 for students in the firefighter ½ class
- October 29 (tentative date) for live fire exercise at the completion of the Firefighter ½ class
- Completion of the Driver Operator Aerial class for new personnel
- Approximately 2/3 way through the Firefighter ½ HazMat Awareness and Operations class. This is the first step for anyone wanting to be a fireman and is required by State of Indiana
- On-shift training for the month includes
 - EMS trauma and hunting injuries
 - Audit and review
 - Cold emergencies
 - Facility training
 - VA suicide prevention
 - Clandestine drug labs

Planned Activities:

- Hosting Rescue Task Class based on Active Shooter classes and will teach our personnel along with local law enforcement personnel how to work together safely and efficiently in the treatment of patients in these scenarios
- Hosting Advance Rescue Solutions next month for rope technician level classes for all personnel to complete rope operations certification

Trustee Courtright asked if there is continuing education for the HazMat Technician certification. Assistant Chief McWhorter stated that yes 24 hours per year are required and that the HazMat Committee meets four times per year.

Trustee Courtright asked if accidents such as the one recently at May's Greenhouse is there Peer Support/Grief Counseling for our Firefighters. Deputy Chief Cornwell stated that Pastor Stewart is a tremendous resource to the District and is a part of our Peer Support group. Pastor Stewart visits with every station each Friday and talks with personnel on any issue they would like to discuss. We can call on Pastor Stewart at anytime if we feel the need. He has even worked with Bloomington City Fire after the recent death of one of their members, Robert Lovesic.

f. Community Risk

Deputy Chief Bright updated the board on ongoing events.

- Testified in Deposition on September 21 for fire from April 2021
- An MOU for INDOT has been created so that the permitting can go through County Planning
- We will provide the gate actuator for review from INDOT
- Station 25 crew assisted an elderly woman with her mailbox and address sign after an emergency call to better locate her residence in the future
- National Fire Prevention theme this year is “Fire won’t wait. Plan your escape” – We have multiple events at schools and preschools

Accomplishments:

- Save Have box has been installed – we are awaiting B Tech for quote on alerting
- Completed assistance for 3 referrals from the Fire District responses and requests for Adult Services

Planned Activities:

- Continue to work with Indiana Department of Homeland Security, Indiana Task Force 1, Indiana National Guard and State IMAT Team on upcoming Hoosier Defender Disaster Drill which will take place at Muscatatuck Urban Training Center June 8-11, 2023
 - All members of the Board will receive an invite for Distinguished Visitors Day on June 10, 2023

g. Administrative Report

Captain Combs went over items from the administrative report. Captain Combs stated that Chief Dillard wanted to thank all of the staff for filling in while he was out of town working with Indiana USAR Task Force #1 during hurricane IAN in Florida.

Current Activities:

- National Honor Society candidate has completed 75% of his needed volunteer hours
- Orientation for new substitute hires is currently happening
- Continue to receive volunteer applications
- Eight printers approved by board are expected to arrive tomorrow

Accomplishments:

- Six new volunteer applications have been sent to the Association
- Final reimbursement from the 2017 SAFER grant in the amount of \$35,277.14 has been received
- First reimbursement for Year 2 from the 2019 SAFER grant in the amount of \$416,046.64 has been received
- Auxiliary 5k had 27 participants
- Auxiliary Family Fun Night was held with around 40 attendees
- Photo printer purchased to be used at District events – giving us the opportunity to hand participants their picture within 30 seconds

Planned Activities:

- Chief's Award Ceremony is planned for Saturday, October 22nd from 10am-Noon at Calvary Baptist Church, 3501 N. Prow Road
- State Board of Accounts Audit for 2021 is continuing
- Preparing the Wildland Gear order for a DNR 50/50 Split Grant
- Post the next Full-Time Process for hiring (2023 start date)
- County Council Final Budget Adoption is October 18 beginning at 5:30pm in the Nat U Hill Room of the Monroe County Courthouse

Fiscal Officer Brown asked how many full time firefighters does the District plan to hire to begin January 2023? Captain Combs stated that he believes that Chief Dillard plans to hire 6 Full-Time firefighters to begin in January.

Chair Sorenson wanted to express the gratitude the board had for Chief Dillard and Deputy Chief Coover for their work during Hurricane Ian in Florida. She also thanked Fiscal Officer Brown, Chief Dillard, Financial Assistant Robinson and Captain Combs for their hard work on the 2023 Budget.

NEW BUSINESS

Legal Counsel noted that roll call vote must be completed since we have a board member present using Zoom

a. Financial – Claims

Financial Assistant Robinson presented claims signed September 9, 19 and 30, 2022. Fiscal Officer Brown made a motion to approve claims for August as presented. Vice-Chair Kruzan 2nd

Roll Call vote was taken by Administrative Assistant Bovenschen

Baker – YES, Courtright – YES, Kruzan – YES, Brown – YES, Sorenson – YES

Motion passed 5-0

- b. Payroll:** Included the semi-monthly payrolls for September 2022. Administrative Assistant Bovenschen stated that the payrolls for September includes a 28-day period with holiday, the third quarter payroll for the Board and normal payroll period. Fiscal Officer Brown made a motion to approve the payrolls for September as presented.

Trustee Courtright 2nd

Roll Call vote was taken by Administrative Assistant Bovenschen

Courtright – YES, Brown – YES, Kruzan – YES, Baker – YES, Sorenson – YES

Motion passed 5-0

c. Financial – Statement

Financial Assistant Robinson stated that our normal expenditures at the end of September should be expended 75% and we have spent currently 67.7% of the General fund and 50% of the Cumulative fund. Fiscal Assistant Robinson stated that in November she will probably need to transfer funds between lines to cover the costs in the vehicle repair line and for the fuel line. She stated that we did not have to have Council approval as long as we didn't transfer outside of the categories.

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

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

Vice-Chair Kruzan 2nd

Roll Call vote was taken by Administrative Assistant Bovenschen

Kruzan – YES, Courtright – YES, Baker – YES, Brown – YES, Sorenson – YES

Motion passed 5-0

NEXT MEETING

Chair Sorenson stated that the next meeting will be November 9, 2022, at Station 23, located at 8019 S. Rockport Road, Bloomington, IN. The meeting will also be held via zoom.

ADJOURN

Chair Sorenson called for a motion to adjourn.


Fiscal Officer Brown made a motion to adjourn at 6:46pm

Vice-Chair Kruzan 2nd

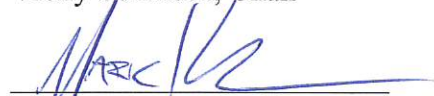
Motion passed 5-0

Minutes approved by the board of trustees on November 9, 2022:

Aye:

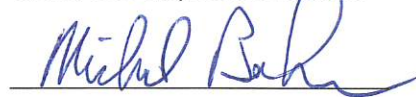


Vicky Sorenson, Chair



Mark, Kruzan, Vice-Chair

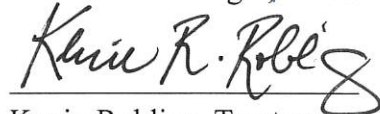
C. Ed Brown, Fiscal Officer



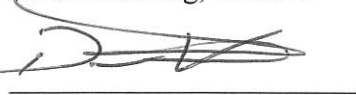
Michael Baker, Trustee



Christina Courtright, Trustee



Kevin Robling, Trustee



Dan Vest, Trustee

Nye:

Vicky Sorenson, 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