

RECORD OF BOARD MINUTES

Boone County, Kentucky

July 11, 2012

The Point Pleasant Fire Protection District Board of Trustees met in regular session at the Point Pleasant Fire Station, Marshall Station, 3444 Turfway Road, Boone County, KY at 9:00 AM on the 11th day of July 2012, with a quorum present:

Chairman Ed Divine

Treasurer Debbie Newman

Secretary Arthur Crowe

Trustee Brian Laws

Trustee James Rice

Trustee Eric Seibel

Trustee M.L. Thinnes

Chief Michael Giordano

Council Gwen Vice

Members absent: None Absent

CALL TO ORDER

Chairman Divine called the meeting to order at 9:00 AM.

SPECIAL PRESENTATION/CHANGE OF ORDER

The Chair called for a change of order to review the elections.

Trustee Rice reported that elections were held on June 23, 2012. Trustee Seibel was re-elected to his position as Fire Department representative; all appropriate paperwork was completed and submitted.

The Chair also advised that elections were needed for all District Board officer positions of Chair, Treasurer and Secretary. Trustee Divine declared all of these positions vacant.

Trustee Divine entertained a motion to fill the position of Treasurer. Trustee Crowe nominated Trustee Newman for Treasurer; seconded by Trustee Thinnes. Trustee Divine called for other nominations. There were no other nominations. Trustee Divine closed the nominations and asked for all those in favor to signify by saying, "Aye". Motion carried; all in favor.

Trustee Divine entertained a motion to fill the position of Secretary. Trustee Newman nominated Trustee Crowe for Secretary. Trustee Rice nominated Trustee Seibel for Secretary. Trustee Divine called for other nominations. There were no other nominations. Trustee Divine closed the nominations and asked for a show of hands vote. Art Crowe won the vote by a count of four (4) to two (2).

Trustee Divine entertained a motion to fill the position of Chairman. Trustee Newman nominated Trustee Divine for Chairman. Trustee Divine called for other nominations. There were no other nominations. Trustee Divine closed the nominations and asked for all those in favor to signify by saying, "Aye". Motion carried; all in favor.

Council Vice swore in the new trustee and the officers in accordance with the Commonwealth of Kentucky.

MINUTES OF JUNE 2012 DISTRICT BOARD MEETING

The chair entertained a motion to dispense with the reading of the minutes from this meeting. Motion made by Trustee Newman; seconded by Trustee Laws. Motion carried; all in favor.

The chair asked if there were any additions, corrections, or deletions to the minutes from this meeting. No changes were noted.

The chair entertained a motion to accept the minutes from this meeting as recorded. Motion made by Trustee Newman; seconded by Trustee Laws. Motion carried; all in favor.

TREASURER'S REPORT

The Treasurer's report was submitted for all to review. Special attention was brought to the following items:

1. None of note.

The chair entertained a motion to accept the Treasurer's Report as submitted. Trustee Crowe moved accept; seconded by Trustee Rice. Motion carried; all in favor.

CHIEF'S REPORT

Chief's report was distributed. Specific discussion was given on the following points:

1. Lt. Brotherton is still out on medical leave until further notice.
2. A/O John Keel has returned to full duty effective June 4.
3. Annual performance evaluations were completed by July 1, 2012.
4. Bill Martin has began his service as a special firefighter in the rank of Assistant Chief.
5. Asst. Chief Seibel released a memo to in regards to the heat. The uniform policy was relaxed briefly to allow t-shirts only due to record heat. It is now back to normal.
6. Vacation accruals have been updated and submitted.
7. Personnel completed auto extrication training at the junk yard in Wilder, excellent effort by our personnel regardless of heat.
8. Hydrant painting will begin shortly, but has been delayed due to heat.
9. Annual ladder testing was completed successfully with no failures.
10. Several incidents occurred this past month that has taxed the emotional levels of our personnel to including a traumatic overdose resulting in cardiac arrest and a fatal incident involving a pedestrian struck by a vehicle. Our personnel performed exemplary at these incidents and are a reminder as to why we are here.
11. The new Tahoe is in service.
12. Ladder 1360 had an issue in ladder testing that was quickly addressed by Red Shift.
13. The new ventilation unit has been on several runs where it continues to perform well.
14. There have been ongoing issues with the building HVAC system and ice machine which are being addressed.

15. Legal notices were submitted for publication (DOLG – board member listings and financial summary for FY2012).
16. State Auditors special district’s informational survey completed and submitted, also attended informational meeting at NKADD
17. Chief Giordano and Asst. Chief Seibel continue to work on the St. E. Business Health proposal to initiate a formalized health plan. This project will work into the already budgeted line item.
18. Chief Giordano and Asst. Chief Seibel delivered a presentation for all of the employees that outlined everything that is offered and available to them as part of their total employment package on June 25, 26, & 27.
19. Chief Giordano and Asst. Chief Seibel have been meeting with VFIS (our current insurance provider) and a competing carrier to compare rates. They are investigating thoroughly and may recommend switching insurance carriers. Chief Giordano advised he is investigating thoroughly because the competing carrier offers similar coverage to what we have now at substantial savings. He is reviewing to ensure all coverage is the same. Trustee Newman inquired about the local references and reliability of the new company. Chief Giordano advised several other Fire Districts in the area are already utilizing them. Trustee Crow inquired about the length of term of the contract. Chief Giordano advised it was an annual renewal.
20. Internal Risk Assessment completed at station on June 14th by VFIS. We will receive the official report shortly, but we only had one recommendation for improvement; otherwise we passed with flying colors. Chief Giordano inquired about our loss to premium ratio and they advised we had an excellent ratio of less than 11%.
21. Informal RFP submitted and received by Government Financing (IL) – reviewed and filed. It was not a competitive offer. He advised the financing will be most competitive through KACO.
22. Grants: No movement for the most part. Grants were submitted to AFG and KOHS to offset capital costs if the District goes ALS.

COMMITTEE REPORTS

POLICY & PROCEDURES

No report.

EMPLOYEE RELATIONS

No report.

BUDGETING & FORECASTING

No report.

RETIREMENT

No report.

ELECTIONS & APPOINTMENTS

Reported at beginning of the meeting.

INTERNSHIP

No report. One of the interns, Justin Sullivan, was present at the meeting and was recognized.

WORKER'S COMPENSATION

Already discussed in the Chief's report.

HEALTH INSURANCE AND BENEFITS

Treasurer Newman advised that the Boone County partners voted to keep the rates the same for this fiscal year.

VEHICLE STATUS

Included in distributed Chief's report.

UNFINISHED BUSINESS

In reference to WBS litigation, all documentation has been signed, received and filed. This incident was settled for \$5,000 and is now closed.

Chairman Divine inquired about the status of the new aerial. Chief Giordano and Asst. Chief Seibel advised at this time it is still scheduled to come off the line in Ocala, FL on August 31st. It will go to the local vendor for additional after factory work in September and we should expect actual delivery in mid-September

In reference to the old 1367, Chief Giordano advised there has is no new information on this unit.

The Chair inquired about the status of the new Tahoe. This unit is in service as discussed previously in the meeting.

The Chair inquired about changes to the ALS contract. Asst. Chief Seibel advised there were no other changes other than what was reported at the May budget meeting.

The Chair entertained a motion to enter into contract with KACO to finance the new aerial. Motion made by Trustee Crowe; seconded by Trustee Newman. Motion carried; all in favor.

PETITIONERS & COMMUNICATIONS

No Report

EXECUTIVE SESSION

No need was identified to enter into executive session.

NEW BUSINESS

Chief Giordano gave a brief presentation in regards to the steps necessary if the District decided to transition to an independent Advanced Life Support provider (PowerPoint document is attached).

Questions at the conclusion of the program included:

- Chairman Divine: Is the re-certification on an annual rotation? Chief Giordano advised it is on a bi-annual rotation like EMT certification. The ambulance license is on an annual rotation as it is with the BLS license.
- Trustee Thinnis: What are the annual training requirements? Chief Giordano and Asst. Chief Seibel advised there are bi-annual CEU's that are required, just like the BLS certification. There are additional, specific courses they will need to attend at outside institutions such as PALS, ACLS.
- Trustee Thinnis: Can the District select our own Medical Director? Chief Giordano advised 75 KAR 801 clearly states what is required in order to be a medical director, but the District is free to contract with the qualified medical director of their own choosing.
- Trustee Laws: Why do you think the contract costs have risen so drastically over the past few years, and do you see this happening to our District? Chief Giordano advised this is due primarily to the fact that they are running a tiered system, and they must staff 3 additional personnel to staff this tiered system. The Point Pleasant Fire District staffing levels will not change; no additional personnel will be added to staffing levels. Paramedics will be hired to fill current positions.
- Trustee Thinnis: Will the cost of this service break even in three years after the initial capital has been purchased? Chief Giordano could not advise if the service would break even, but the numbers suggest that the operating costs could be offset by not having to pay the increased contractual costs.
- Trustee Laws: Does the salary differential noted in the presentation refer to raises? Chief Giordano did advise that we would have to adjust salaries to compensate paramedics for their level of training and the service they are providing. He could not advise on what this adjustment would be at this time, but there would be a study completed on competitive rates.
- Trustee Laws: Does the salary difference include additional personnel? Chief Giordano advised that we would need to hire additional paramedics to ensure there is one paramedic on duty per shift. However, the overall staffing matrix will not change. The District will not be staffing more personnel, per shift, than it currently does at this time.
- Trustee Newman: How does the rest of the staff feel about transitioning to an ALS agency? Chief Giordano responded that they have not been asked as of yet, as this course of direction has not been approved yet.
- Trustee Newman: How long does it take to complete ALS training? Chief Giordano responded by stating around 1-2 years. Firefighter Wolf was in attendance and confirmed his schooling has taken about 2 years but it can be completed within a 10 months.
- Trustee Thinnis: How much could our billing increase with the transition to ALS? Chief Giordano advised that billing can increase substantially transitioning to an ALS agency. Currently the District bills at \$650 rate for BLS transport and average rates of ALS

agencies in the area for ALS transports range from \$1,200 to \$1,800. However, he wanted to make sure the Board understood that increases in billing did not necessarily mean an increase in collections. He advised our collections will increase some, but will not off-set the cost of the program. Asst. Chief Seibel further advised that this is one of the changes with the ALS contract. Previously, the District and the contract agency joint billed: the District billed and collected for the basic transport while the contract agency billed separately for ALS care. Under the new contract, the contract agency justified their substantial increases because they will no longer jointly bill, and the District can, therefore, collect the ALS bill as well. The problem is the District is only licensed for BLS and cannot bill for ALS service.

- Trustee Thinnies: Who is going to be the person within the District to handle the billing? Chief Giordano advised nothing will change. We will continue to contract out EMS billing to a separate company. It will simply be one more check box on the report.

Chief Giordano finalized the proposal by stating this is something we do not want to do, but we do not have a choice. At this point we only have three options:

1. We continue to be reliant upon contractual agencies and be subject to whoever is available to provide at whatever cost they wish to provide it and have no control over the matter, or;
2. We begin to provide our own ALS service, or;
3. We get out of the EMS business and do not continue to provide service.

The Chair entertained a motion to authorize the Chief and the Assistant Chief, or his designee, to pursue providing ALS service. Motion made by Trustee Newman; seconded by Trustee Thinnies. Motion passed, all in favor.

The Chair addressed Asst. Chief Seibel in regards to the Kentucky Office of Homeland Security Grant where it may be possible to receive funds to purchase some of the capital needed to transition to ALS. A resolution for this grant is needed and was drafted by Chairman Divine. Asst. Chief Seibel read the drafted Resolution R-07112012.01 (attached) to the Board.

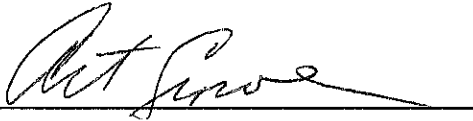
The Chair entertained a motion to accept Resolution R-07112012.01. Motion made by Trustee Crowe; seconded by Trustee Newman. Motion passed, all in favor.

The Chair entertained a motion to authorize Chief Giordano to continue investigating the best insurance quote and package available and enter into agreement with said provider. He will e-mail his findings to the District Board members. Motion made by Trustee Newman; seconded by Trustee Rice. Motion passed, all in favor.

ADJOURNMENT

The Chair entertained a motion to adjourn. Motion made by Trustee Thinnies; seconded by Trustee Rice. Motion carried, all in favor. Meeting adjourned at 10:21 AM.

The next Point Pleasant Fire District Board Meeting will be at the Marshall Station on August 8, 2012 at 9:00 AM.

A handwritten signature in cursive script, appearing to read "Art Crowe", written over a horizontal line.

Mr. Art Crowe
Secretary
Point Pleasant Fire Protection District
Board of Trustees