

1 **RECORD OF BOARD MINUTES**

2 Boone County, Kentucky

October 12, 2016

3 The Point Pleasant Fire Protection District Board of Trustees met in regular session at the Point
4 Pleasant Fire Station, Marshall Station, 3444 Turfway Road, Boone County, KY on the 12th day
5 of October 2016, with a quorum present:

Chairman Ed Divine

Trustee Debbie Newman

Treasurer Sandra Gallenstein

Trustee James Rice

Trustee Arthur Crowe

Chief Michael Giordano

Trustee Brian Laws

Counsel Bill Knoebel

Members absent: Secretary Eric Seibel

6 **CALL TO ORDER**

7 The Chair called the meeting to order at 9:00 AM.

8 **CHANGE OF ORDER/SPECIAL PRESENTATIONS**

9 No change of order at beginning of meeting

10 **MINUTES OF PREVIOUS DISTRICT BOARD MEETING**

11 September 2016 Point Pleasant Fire Protection District Board Meeting

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

14 The chair asked if there were any additions, corrections, or deletions to the minutes from this
15 meeting.

16 The Chair entertained a motion to accept the minutes from this meeting as amended. Motion
17 made by Trustee Newman; seconded by Trustee Rice. Motion carried; all in favor.

18 **TREASURER’S REPORT**

19 Attention was brought to the following items:

- 20 1. There is a new account through Amazon established to give the District more affordable
- 21 options, particularly for text books.
- 22 2. The Chair inquired if NKOL was our computer service company, Chief Giordano advised
- 23 this was the case.

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

26 **CHIEF'S REPORT**

27 Chief's report was given by Chief Giordano. Specific discussion was given on the following
28 points:

- 29 1) Fall hydrants complete
- 30 2) Joint training at station last week with Erlanger on State live fire prop.
- 31 3) Fire Prevention month in swing
- 32 4) Personnel will be wearing breast cancer awareness shirts as part of uniform and annual breast
33 cancer awareness month recognized by area fire departments.
- 34 5) Several vehicles getting new tires and problem identified with new tires
- 35 6) Shed replacement completed. Captain Rice and PT FF/EMT Mark Otte handled.
- 36 7) Station compressor repair and service in progress. It may need to be replaced. A small
37 compressor was purchased to service high air pressure needed for filling tires.
- 38 8) Staffing issues continue to be highest priority. Trustee Laws inquired if Chief Giordano
39 reached out to area departments, particularly Hebron to investigate shared services such as
40 Ft. Mitchell and Erlanger were pursuing. Chief Giordano said he has reached out but has
41 indication there is not much interest from other agencies. The monitor in the kitchen area is a
42 step in the direction of agencies working together. Chief Giordano stated again that it is his
43 position this County should work together to reduce redundancy and create a more efficient
44 service.
- 45 9) Monitoring personnel in Paramedic Class
- 46 10) Need to address status of FF/EMT Gilbert.
- 47 11) Part Time FF/Medic Andy Wolf has resigned from the department. Request Board accept his
48 resignation in good standing.
- 49 12) Recommend terminating Elijah Horn as volunteer for lack of activity.
- 50 13) TUFF Ronald Harrison has requested LOA until he completes EMT class Jan. 1, 2017.
51 Request Board accept his LOA request.
- 52 14) Asst. Chief Seibel out of town again for class. This is his last In Residence out of town. He
53 will have one more week out of town in December and then be completed with this program.
- 54 15) It will be one year at end of this month since contract positions were initiated. Original
55 candidate's contracts will expire. Recommend we renew contracts with FF/EMT Cody
56 Hembree and FF/EMT Connor East. Counsel has reviewed and approved updated contracts.
- 57 16) Need approval to adjust Connor East's pay to reflect achievement of 400 career certification
58 and A/O certification to move from 1O to 4W.
- 59 17) Need approval to adjust Lt. Keel's pay for paramedic achievement to move from 14S to 15S.
- 60 18) Previous TUFF and Contract FF/MEDIC for District Chuck Wagner has requested to return
61 as Part Time FF/Medic. Recommend Board Approval
- 62 19) Interviewed new candidate for one of three open Full Time FF/Medic positions. Recommend
63 Board approval of Danny Taylor as FT FF/Medic – Probationary effective October 13, 2016.

- 64 20) I will be requesting Executive Session as authorized by KRS 61.810(1)(c) for follow up in
65 regards to EMS incident.
- 66 21) New SCBA equipment on grant has arrived. It is in the process of being inventoried and
67 marked. Training will begin shortly before it is put in service.
- 68 22) Progress on new EMS billing and reporting company.
- 69 23) Tony Scheben is part of a committee working on a regional AFG grant for Boone, Campbell
70 and Kenton Counties. Need Board approval for Chairman Divine to sign agreement letter to
71 be part of the grant and commit to our part of the share.
- 72 24) Ambulance was out of service for a few days due to a failure of the fuel tank.
- 73 25) Letter was sent to BlueStar regarding the approved tax cap by the District. They in turn
74 reached out to thank the Board for working with them on this project.
- 75 26) Request Board approval for the right to transfer Josh Hughes from TES/TUFF to Part Time
76 FF/EMT, Medic candidate.
- 77 27) Grants
- 78 a) AFG
- 79 (1) 2015 SAFER: Administration in progress.
- 80 (2) 2015 Operations: AWARDED. \$148,750 for SCBA = \$141,667 Federal share
81 and \$7,083 District match.
- 82 (3) 2015 Regional: DECLINED FUNDING \$172,260 for IMT Training
- 83 (4) 2016 Operations: Opens October 11.
- 84 b) KOHS
- 85 (1) 2016 – Requested \$24,670 for heavy lifting equipment (hoists & straps) for search
86 and rescue work as well as some PPE. We were awarded \$15,700.

87 COMMITTEE REPORTS

88 EMPLOYEE RELATIONS

89 No report.

90 BUDGETING & FORECASTING

91 No report.

92 RETIREMENT

93 No report.

94 ELECTIONS & APPOINTMENTS

95 No report.

96 TUITION IN EXCHANGE FOR SERVICE

97 No additional report.

98 **WORKER'S COMPENSATION**

99 No report.

100 **HEALTH INSURANCE AND BENEFITS**

101 We only have one employee still in the Boone County joint health program.

102 **VEHICLE STATUS**

103 Addressed in the Chief's Report

104 **UNFINISHED BUSINESS**

105 No unfinished business to discuss.

106 **PETITIONERS & COMMUNICATIONS**

107 No Report

108 **EXECUTIVE SESSION**

109 The Chair entertained a motion to enter Executive Session as authorized by KRS 61.810(1)(c).
110 Motion made by Trustee Laws; seconded by Trustee Newman. Motion carried, all in favor. The
111 Board entered Executive Session at 09:28.

112 The Chair entertained a motion to exit Executive Session. Motion made by Trustee Gallenstein;
113 seconded by Trustee Rice. Motion carried, all in favor. The Board exited Executive Session at
114 09:48.

115 **NEW BUSINESS**

116 The Chair entertained a motion to accept the resignation of FF/Medic Andy Wolfe in good
117 standing. Motion made by Trustee Newman; seconded by Trustee Rice. Motion carried, all in
118 favor.

119 The Chair entertained a motion to terminate volunteer Elijah Horn for lack of activity. Motion
120 made by Trustee Rice; seconded by Trustee Crowe. Motion carried, all in favor.

121 The Chair entertained a motion to accept the Leave of Absence request for TUFF Ronald
122 Harrison until January 1, 2017. Motion made by Trustee Rice; seconded by Trustee Crowe.
123 Motion carried, all in favor.

124 The Chair entertained a motion to renew the contracts for FF/EMT Conner East and FF/EMT
125 Cody Hembree. Counsel has reviewed and approved the updated contracts. Motion made by
126 Trustee Crowe; seconded by Trustee Rice. Motion carried, all in favor.

127 The Chair entertained a motion to adjust FF/EMT Conner East's pay from 1O to 4W to reflect
128 his 400 firefighter and Apparatus Operator achievements. Motion made by Trustee Newman;
129 seconded by Trustee Rice. Motion carried, all in favor.

130 The Chair entertained a motion to adjust Lt. Keel's pay from 14S to 15S to reflect his Paramedic
131 certification. Motion made by Trustee Crowe; seconded by Trustee Rice. Motion carried, all in
132 favor.

133 The Chair entertained a motion to accept FF/MEDIC Chuck Wagner as a Part Time Employee
134 effective October 13, 2016. Motion made by Trustee Rice; seconded by Trustee Gallenstein.
135 Motion carried, all in favor.

136 The Chair entertained a motion to accept FF/MEDIC Danny Taylor as a probationary full time
137 employee effective October 13, 2016. Motion made by Trustee Crowe; seconded by Trustee
138 Newman. Motion carried, all in favor.

139 The Chair entertained a motion to sign the agreement to apply for the regional AFG radio grant
140 application. Motion made by Trustee Newman; seconded by Trustee Laws. Motion carried, all
141 in favor.

142 The Chair entertained a motion to authorize Chief Giordano to hire FF/EMT Joshua Hughes as a
143 part time employee effective November 1, 2016. Motion made by Trustee Newman; seconded
144 by Trustee Crowe. Motion carried, all in favor.

145 The Chair entertained a motion to accept FF/MEDIC Danny Taylor as a probationary full time
146 employee effective October 13, 2016. Motion made by Trustee Crowe; seconded by Trustee
147 Newman. Motion carried, all in favor.

148 The Chair reminded the Board that the station will be utilized as an election place on November
149 8, 2016.

150 **ADJOURNMENT**

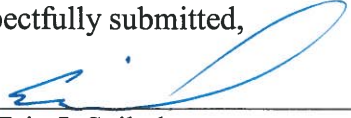
151 The Chair entertained a motion to adjourn. Motion made by Trustee Newman; seconded by
152 Trustee Crowe. Motion carried, all in favor.

153 The Chair adjourned the meeting at 10:00 hours.

154 The next Point Pleasant Fire District Board Meeting is scheduled at the Marshall Station on
155 November 9, 2016 at 9:00 AM.

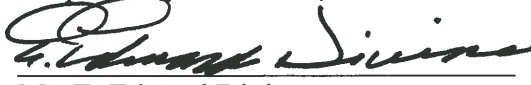
I hereby certify that the foregoing Minutes were duly approved by the Board of Trustees of the Point Pleasant Fire Protection District at a meeting held on the date shown below:

Respectfully submitted,



Mr. Eric J. Seibel
Secretary
Point Pleasant Fire Protection District
Board of Trustees

Respectfully confirmed,



Mr. E. Edward Divine
Chairman
Point Pleasant Fire Protection District
Board of Trustees

DATE APPROVED: November 9, 2016