

# Minutes of the Fern Creek Fire Protection District Board of Trustees August 10, 2020 7:00 p.m.

Due to the COVID-19 pandemic and the subsequent declarations of national and state of emergencies, no physical location for the public will be provided except for members of the board and essential employees. The meetings of this board is forced to be held via video teleconference using Gotomeeting.com via access code 282-591-941. A meeting invitation has been sent to each individual board member. The Public is invited to attend via video conferencing, <https://global.gotomeeting.com/join/282591941> or via telephone by calling 1-872-240-3311 **Access Code:** 282-591-941. Board members have been notified via email and notice to the public was provided via posting at station # 1 (6200 Bardstown Road) and station # 2 (9409 Old Bardstown Road) and also on our website.

Meeting called to order by Chairman Ott at 7:03 p.m.

Members present: D. Bannon, C. Bauer, T. Deloch (virtually), S. Pierce (virtually), H. Ott, E. Brown (virtually) and D. Shewmaker

Guest present: Chief Mulvey, Lt. Col Evans, Lt. Col Hutchens, Daugherty, Attorney M. Leach (virtually) and several Department members (virtually) and members of the public (virtually)

Motion Bauer, 2<sup>nd</sup> Shewmaker to approve July minutes as presented. MC

Review of July provisional financial reports.

Major Newman reported on recent deaths of first responders. A moment of silence was observed.

## **Announcements & Correspondence**

- Bank statements were available for review.
- June minutes filed with County Clerk's Office on 7/27/20.
- JCSFS meeting is scheduled for August 20 at 6:30 p.m. at Okolona stat # 1.
- Attorney Mo Byrne will be offering a Trustees' legal workshop on 10/10 during fire school. Let Nancy know if you plan on attending.
- Denton Group July report: *Due to Covid-19, Capital and Annex are still not open to the public; proposal to reduce cumbersome federal regulations that are no longer useful; planning for proposed legislation agenda for 2021.*
- In lieu of a recent suicide within the Louisville Fire family, Chairman Ott stressed that we are a family unit and if anyone needs assistance with anything, please ask for help.

## **Old Business**

- Volunteer handbook has been completed and distributed. Motion Bauer, to approve as distributed, motion withdrawn. Item tabled until the next meeting.
- By-Law revision: discussion regarding a proposal requiring the Board members to follow the same rules as the Department members; resolution prepared by Attorney Leach; open meeting rules pertaining to email decisions; discussion on how KRS applies to the different types of Trustees; Board agrees to let by-law committee review the resolution and address this particular issue and report back to Board as soon as possible.
- Motion Bannon, 2<sup>nd</sup> Bauer to approve purchase of 2 ambulances from PennCare, through the HGAC program, at a cost of \$445,416.00 MC
- Audit status: Field work is complete; waiting on adjusting entries.

## Chief and Committee Reports

Chief Mulvey: presented fire and EMS run volume and response times; Acceptance period for the FF position closed - interviews to take place by the end of the month with candidate presentation at next month's meeting; Major Newman's retirement luncheon on Sept 1<sup>st</sup>; FF Ward returning from the Army; Captain Neal will be handling worker's comp reporting; #7184 involved in a minor accident; working with Councilman Benson's office on a NDF grant; Congratulations to FF Oates on his first year as Crusade Chairman. Our total for 2020 was \$119,746.03, placing us in first place among the fire departments. Add'l information can be found in the Chief's report.

Chief Officers:

Deputy Chief Storrie: working on getting ISO information together for upcoming inspection.

Lt. Col. Evans: Sgt. Kurtz and Sgt. Shewmaker and FF Pickering will be attending the advanced EMT program; Thank you to Capt. Neal for instructing the class; discussed past (confined space) and future (Swift water rescue) trainings; ESO has bought out firehouse software – we will be switching to ESO in October.

Lt. Col Hutchens: Provided a water detail for FC Baptist Church; 75<sup>th</sup> anniversary indefinitely postponed until Covid has passed; special thanks to Capt. Renn and FF Hill for doing such a tremendous job on the social media videos.

Captain Neal: Officially TDI certified as of today; discussed upcoming EMS work conference and the advanced EMT class.

Major Newman: Concern from our workers comp carrier, 7710, on the large volume of workers comp claims (mostly exposures).

Major Schmidt; Next month is last month for the stress tests to be completed; reminder when in public to wear face masks unless you are wearing SCBA.

## New Business

- Motion Shewmaker, 2<sup>nd</sup> Bauer to approve the addition of George Henry Ott as an approved signer on all bank accounts. Bauer, Pierce, Deloch and Bannon would remain as signers as well. MC.
- Chief recommends a new job description titled Administrative Assistant to the Chief. Motion Bannon, 2<sup>nd</sup> Shewmaker to accept the job description as presented and to approve moving forward with the hiring process. MC
- Motion Bannon, 2<sup>nd</sup> Bauer to approve the revised section 300, "Holiday" in the employee handbook as presented. MC
- Board acknowledges the importance of having Attorney Leach present at all regular meeting of this Board. His fee for attendance is covered in the current budget.
- Chief Mulvey explained the importance of moving the duty crew to station # 2 based on current run volume. Proposes moving duty crew to stat # 2 and remodeling to allow for 2 additional bedrooms. All cost are included in the current budget.
- Chief Mulvey suggests revising our pay scale to be more competitive and to show we value our employees. Chief Mulvey and Deloch will work together on revising the current pay scale.
- Motion Bauer, 2<sup>nd</sup> Shewmaker to close the meeting at 8:24 p.m. to discuss (1) illness, (2) chain of command and (3) the Chief's review. MC Motion Shewmaker, 2<sup>nd</sup> Bauer to reopen meeting at 9:30 p.m. MC
- Motion Bannon, 2<sup>nd</sup> Deloch to assist a member (*whose name is being withheld due to HIPPA requirements*), at the time they retire to cover any gaps between one specific District benefit until the benefit under state retirement takes effect. MC
- Chief Mulvey's review is pending completion.
- No other actions from closed meeting.
- Discussed structure of possible committees. Board majority is not in favor of setting up individual committees at this time.

Chairman Ott announced movement from this meeting to the FCFPD Holding Company.

**Minutes of the Fern Creek Fire Protection  
District Holding Company Board of Trustees  
July 13, 2020 7:00 p.m.**

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Meeting called to order by Chairman Ott at 9:56 p.m.

Members present: D. Bannon, C. Bauer, T. Deloch (virtually), S. Pierce (virtually), H. Ott, E. Brown (virtual y) and D. Shewmaker

Guest present: Chief Mulvey, Lt. Col Evans, Lt. Col Hutchens, Daugherty, Attorney M. Leach (virtually) and several Department members (virtually) and members of the public (virtually)

Motion Bauer 2<sup>nd</sup> Shewmaker to approve July minutes as presented. MC

**Adjournment**

Motion Bannon, 2<sup>nd</sup> Bauer to close both meetings at 9:58 p.m. MC

Respectfully submitted,

  
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Tracy Deloch, Secretary

  
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Nancy Daugherty, Recorder

*All related material and correspondence, as specified by KRS 75.240, is available for review, according to the open records law, at the Fern Creek Fire Protection District's office located at 9409 Old Bardstown Road, Louisville, KY 40291.*