

# **Fern Creek Fire Protection District Board of Trustees Meeting Minutes November 11, 2024**

In order to provide the highest level of public access, the Fern Creek Fire Protection District, in accordance with KRS 61.826 and recent Kentucky Supreme Court rulings, is providing access to all members of the public, both at a physical location at 4101 Bardstown Road, as well as via a video teleconference which can be accessed as presented on our website, [www.FernCreekFire.com](http://www.FernCreekFire.com). It is understood that any board member attending via video teleconference must be able to be seen and heard, and in the event that there is a technology issue, provided a quorum remains, that Trustee(s) will be able to attend the meeting, but may not vote until audio and video are reestablished. If enough Trustees are unable to vote due to remote technology issues such that a quorum no longer remains, the meeting will be adjourned.

## **Monthly BOT Meeting Video Teleconference**

The following Microsoft Teams link has been provided for those not able to or those choosing not to attend in person:

[Click here to join the meeting](#) (Recurring Meeting Link)

Meeting ID: 272 252 133 378

Passcode: 5TsKFn

[Download Teams](#)

A meeting invitation was sent to each individual board member via Microsoft Teams and notice to the public was provided via posting at Station #61, Station #65, and also on our website.

The meeting was called to order by Chairman Ott at 4:00 p.m.

Board Members present: Henry Ott, Larry Ash, Kenny Craigmyle, Robert Thompson, Tracy Deloch, Scott Cundiff, and Eric Brown.

Guests present: Chief Mulvey, Deputy Chief Evans, Deputy Chief Early, Assistant Chief Carta, Assistant Chief Dwyer, Assistant Chief Recktenwald, Assistant Chief Hutchens, Major Burd, Major Hampton, Major Fife, Major Ryan, Attorney Leach, James Sebastian, Jen Crawford, Dawn Nikolai, and Joyce Shelton. Additional members were present from P-2 duty crews, off duty members, and members attended virtually.

Motion Brown, 2<sup>nd</sup> Deloch to approve the October Minutes as presented. MC unanimously.

The October Financials were distributed prior to the meeting and reviewed.

Motion Thompson, 2<sup>nd</sup> Ash to approve the June through October Financials. MC unanimously.

## **Announcements & Correspondence**

- Current bank statements are available for review.
- Denton Group October report: *See reports for details.*

## **Old Business**

Update on the St. #73 expansion (former Highview #73 on Cedar Creek Road).

- Financing update was given for the project.

Motion Craigmyle, 2<sup>nd</sup> Ash to approve the payoff of St. #73 loan at Republic Bank, pending additional approval from Forcht Bank. MC unanimously.

Performance Evaluation is still pending the rollout of the updated program by MetroSafe.

Update was given for out of service ambulances.

The #80-9638, a 1980 apparatus, sold for the minimum bid of \$5,000.

## **Chief and Committee Reports**

### Chief Mulvey:

Chief's Report – *See full report for details.* Items noted: The resolution of Metro data accuracy/inaccuracy is still in discussion along with the billing and tracking of runs made inside Metro; First Pass/First Watch is still being addressed to give access to data; the projected health insurance increase is 25% for calendar year 2025; Mission/Values/Vision core values will be presented in the 2025 compliance updates; Active 9-1-1 is up and running; and Metro Council grant awarded for trailer (\$15,000).

### Chief Officers:

Deputy Chief Evans – New signage for stations will be complete in next two weeks. Offer letters have been extended to one EMT, two Paramedics, and two Lateral Firefighters.

Deputy Chief Early – Major Reef has secured a \$176,000 Homeland Security Grant for a simulation lab and simulation patients.

Assistant Chiefs and Majors in attendance: No Report.

James Sebastian reported that the painting will be completed in approximately two weeks.

### By-Laws Committee:

Motion Ash, 2<sup>nd</sup> Deloch to make changes as presented to update the boundaries of the district, change address of meeting location, wording of purchasing to not state an amount but refer to the KRS laws, and to make the date for the nominations to be at 4:00pm on the first Monday of May. MC unanimously.

**New Business**

Motion Brown, 2<sup>nd</sup> Ash to update Employee Handbook #106 Military Training & Duty to state the number of hour equivalencies for 24/48 Employees (168), 12-hr Employees (132), and 40-hr Employees (120). MC unanimously.

Motion Brown, 2<sup>nd</sup> Cundiff to update Employee Handbook #209 Scheduled Work Schedule to add language to distinguish between tardy and AWOL. MC unanimously.

Motion Deloch, 2<sup>nd</sup> Cundiff to add language to Employee Handbook #300 Holidays to allow those with administrative responsibilities to work on a Holiday and be off another day of the week with approval by the Chief if necessary. MC unanimously.

Motion Thompson, 2<sup>nd</sup> Craigmyle to remove language from Employee Handbook #301 Paid Time Off (PTO) that states accruals 'cease' if not transferred to Sick Time (hours still need to be moved to Sick in excess of 425 for shift and 300 for 40-hr Employees). MC unanimously.

Motion Brown, 2<sup>nd</sup> Ash to approve the changes as presented to SOP #700.10 Purchasing and supporting forms. MC unanimously.

Motion Cundiff, 2<sup>nd</sup> Brown to approve the changes as presented to SOP # 700.23 and supporting forms and to change the name to Voluntary Out of Town Travel. MC unanimously.

Motion Brown, 2<sup>nd</sup> Cundiff to approve the purchase of \$75 gift cards for Auxiliary, Lifetime Members, Trustees, and Volunteers and for \$75 to be ran through payroll for Fulltime Employees, Part-time Employees, and PRNs (PRNs must be in good standing according to policy guidelines). MC unanimously.

It was stated the Chief Mulvey's annual evaluation has been completed.

Presentation of Benefit Proposals by Benefits Group.

Motion Brown, 2<sup>nd</sup> Cundiff to approve the Payscale and Longevity Scale effective January 5, 2025. MC unanimously.

Motion Ash, 2<sup>nd</sup> Deloch to approve the observation of the Federally Observed Holidays effective January 1, 2025 and following the current policy guidelines that are in place with note that MLK, Jr. is now an observed day and a Floating Holiday will remain, following the guidelines for the previous 'floating' MLK, Jr., and note the previous motion pertaining to Holidays that would interfere with administrative duties. MC unanimously.

Motion Brown, 2<sup>nd</sup> Cundiff to approve the increases to PTO accruals as presented effective January 1, 2025. MC unanimously.

Motion Brown, 2<sup>nd</sup> Ash to approve the increases to Sick Time accruals as presented effective January 1, 2025. MC unanimously.

Motion Deloch, 2<sup>nd</sup> Cundiff to approve the Employee Handbook #105 Maternity Leave policy as presented effective October 1, 2024. MC unanimously.


Motion Craigmyle, 2<sup>nd</sup> Deloch to approve providing a Commissary (selected staple items) as presented. MC unanimously.

Motion Thompson, 2<sup>nd</sup> Brown to implement a Flexible Spending Account in the amount of \$250 per Employee effective January 1, 2025 for the calendar year of 2025, subject to annual renewal depending on projected budget and income, and with BOT approval prior to each renewal cycle. MC unanimously.

Motion Brown, 2<sup>nd</sup> Cundiff to sign contract with Ready Rebound as presented. MC unanimously.

**Adjournment**

Motion Ash, 2<sup>nd</sup> Brown to adjourn at 7:59 p.m. MC unanimously.

  
\_\_\_\_\_  
Larry Ash, Secretary

  
\_\_\_\_\_  
Joyce Shelton, Recording Secretary