

Lake Ozark Fire District
Public Meeting Minutes
Date 05/23/2024

The Lake Ozark Fire Protection District met in regular session on Thursday May 23, 2024. The meeting was called to order at 3:30pm by Director Kempf and the pledge of allegiance was said.

Present: Chairman, Charlie Kempf
Director/Treasurer/ Paul Faulconer
Director Mike Bayless
Fire Chief/Marc Carr
Deputy Chief-Operations/Brandon Roberts
Deputy Chief-EMS/ Matt Hegel
Building Inspector/ Charles Misenheimer
Attorney/Michael Schmid
Secretary/Michelle Kauten
Finance Control Officer/Amy Heier
Building Inspector Adam Rohwer
BC Vaughn
FF Lowry
FF Bresnahan
FF D. Martin
FF Quick
FF Kiser
FF Johnson
FF Spencer
FF Cody
FF Watkins
FF Allison

Public Attendees: None

PUBLIC COMMENT:

- None

MINUTES April 25, 2024: A motion to approve the minutes from meetings held on April 25, 2024, was made by Director Faulconer, and seconded by Director Bayless, motion passed and carried.

FINANCE CONTROL OFFICER REPORT:

- The April Financial Reports were presented to the Board.

BILLING: A motion to approve the billing was made by Director Kempf and seconded by Director Bayless, motion passed and carried.

FIRE CHIEF REPORT:

- Departmental participation in:
 - Toll Bridge Ceremony
 - Magic Dragon Car Show
 - Only 1 medical incident for entire duration
 - 1st Hot Summer Nights of the season

- No incidents
 - FFAM Convention hosted with good attendance from around the state.
- Completing planning/staffing for offshore/shootout boat races
- Labor management discussed changes to WOC process-on hold.
 - The Shop voted to proceed with promotional process and agreed list was expired.
- Promotional process logistics in progress as of (5/21)
- All Foam, from all apparatus, is once again removed and tanks flushed into frack tank.
- Quote from E-Enviro for final disposal received and is in this packet for review.
- 3rd mold test performed confirming no further demo/cleaning needed. Reconstruction can begin.
- Patriot Roofing evaluated multiple leak issues for House 1. During the process, found dryer vent boost fan completely disconnected and lent populating above the ceiling tile. Still awaiting quote back for roof repair.
- New mower purchased from Motorhut and placed in service without difficulty.
- Next Meeting scheduled for Thursday June 13th @ 3:30PM.

DEPUTY CHIEF-OPERATIONS REPORT:

- **Lexipol:** Director Bayless and I visited this month to discuss the processes with Lexipol. We ensured that he had access to KMS and could begin reviewing policy. With that, can we have a motion to approve policies acknowledged in KMS? Those are as follows;

102 Oath of Office
 103 Policy Manual
 200 Organizational Structure
 201 Emergency Action Plan and Fire Prevention Plan
 202 Departmental Directives
 203 Training Policy
 206 Electronic Mail
 207 Administrative Communication
 208 Minimum Staffing Levels
 209 Post-Incident Analysis
 210 Annual Planning Master Calendar
 216 Limited English Proficiency Services
 300 Incident Management
 301 Emergency Response
 318 Safe Place for Newborns
 322 Child Abuse
 325 Adult Abuse
 328 National Fire Incident Reporting System
 339 Safe and Effective Use of F500 Encapsulating Agent
 500 Controlled Substance Accountability
 800 Records Management
 801 Release of Records
 909 Vehicle Seat Belts
 1025 Lactation Breaks
 1026 Smoking and Tobacco Use
 1103 Flag Display

A motion to approve the above policies was made by Director Kempf, seconded by Director Faulconer, motion passed and carried.

- **Training:** Members attended Boat Ops training this week at Sunrise. / I attended some online courses through NFA and CFI to keep up with CEUs. / Responded to and approved training requests.
- **Incident Action Plan:** Worked on and completed the IAP for the Magic Dragon Car Show. Currently working on the IAP for the Shootout races in June. This IAP will be comprehensive and involve interdisciplinary activities.
- **Website:** On our website, the community can send us messages. For instance, a resident of New York State inquired about trading patches. I sent them a Challenge Coin and a Lake Ozark Fire Protection District Patch in response.
- **Promotional Process:** An agreement has been reached to begin the promotional process; this announcement was made this week.
- **Shootout Meeting:** We have had a couple of meetings this month regarding this event. Items are being discussed and finalized to ensure a complete and clear IAP is developed. (SEE #3)
- **FFAM:** Assisted Chief Carr with the FFAM conference. It was a good turnout, and it was great to see some familiar faces in the industry visit the lake for this networking event. Big Thanks to George Creamer for his ability to help Chief Carr out on Saturday the 18th for the firefighter games.
- **Hot Summer Nights:** The first Hot Summer Night has come and gone; we had no major issues with this event. An IAP was developed for our on-duty crews that evening.

DEPUTY CHIEF-EMS REPORT:

- M-22 has been in continuous service with no new issues found.
- M-25 continues to have intermittent "Low Voltage" issues. Continuing to keep that truck in reserve and hold off on repairs to M-23 until I am confident M-25 will not have power issues for the crews.
- Continued correcting ambulance check sheets. Crews provided inventories for "Trauma Bags" on the ambulances.
- Medicare Ground Ambulance Data Collection completed and submitted. Awaiting reply from CMS. A huge thank you to Amy for gathering all the financial data needed to complete that long report.
- As Amy referenced, last year's GEMT was finalized. Once we make the payment to them, they will begin processing their side. We will get a net \$105,969.85 (we pay them \$62,449.16 then receive \$168,419.01) from federal participation. They anticipate that to come to us in the middle of June.
- Members completed the online training for the ventilators. Working with Dr. Shen to ensure protocols are finalized prior to teaching the in-depth class to the members.
- Conducted an ambulance stand-by for the MMA fight event at The Encore. No members picked it up for overtime, so the event was covered by me, Chief Carr, and Chief Roberts after business hours.
- Worked with command staff to prepare for the upcoming boat race event.
- Due to changes to our ESO Patient Care Reporting system caused by NEMSIS updates in MO, I reconfigured several sections of our reports to satisfy the new reporting requirements. These were mostly changes in call type and disposition of the patient and allow for much clearer information. Staff were advised of the changes as soon as they were made.
- Completed updates and added functionality for the Handtevy App. It should be going live within the next 2 weeks. When it does, all members will be given access to it.
- Completed National Prehospital Pediatric Readiness Assessment. This provides information on how we can improve our care, specifically for pediatric patients.

- Created individual login credentials for each of the shift officers and members that regularly work as officers. This includes “roaming profiles” that will keep their files, login information and settings the same among all computers on the LOFPD domain.
- Created online space within Microsoft SharePoint for document storage for building plans, inspections, and other codes related documents, ideally removing the need to continuously store hard copies.
- This week (May 19th to 25th 2024) is the 50th anniversary of EMS Week! Please don’t forget to thank your favorite EMS providers for their commitment to bettering public health and welfare.

FIRE CODE OFFICIAL REPORT:

Records Retention Update: Michelle has been scanning the completed permit files and attaching them to their respective permit numbers in Fire Programs. The process seems to be running smoothly.

- **Dock Permits to Date:** 109 Misenheimer asked if the Board would still like the inspection report quarterly? The Board does not feel it is necessary any longer.
- **Building Permits to Date:** 44
- **Fireworks Permits to Date:** 5

BOARD MEMBER REPORT:

- None.

UNION REPRESENTATIVE:

- Ronnie Lowry introduced himself as the new Shop Steward and looks forward to working with everyone.

OLD BUSINESS:

- None

NEW BUSINESS:

- The New multi gas detectors are now in service. Chief Carr made the request to donate the old gas meter no longer in service to Northwest Fire. **A motion was made to donate the old gas meter to Northwest Fire by Director Kempf, seconded by Director Bayless, motion passed and carried.**

MISCELLANEOUS HEARINGS:

- None

The motion to close this meeting and move into Executive Session as allowed by State Statute; was made by Director Kempf and seconded by Director Faulconer at 3:45pm. Roll call vote: Kempf - aye; Faulconer- aye; Bayless - aye.

Reconvene at 5:07pm

The Board came back into regular session and announced the following were discussed in the Executive Session: legal and personnel matters.

ADJOURN: With no further business to come before the Board, a motion was made by Director Kempf and seconded by Director Bayless to adjourn. The meeting adjourned at 5:07pm. **Roll call vote: Kempf -aye; Faulconer-aye; Bayless-aye.**

Minutes approved on:

6/13/2024



Charlie Kempf, Board President



Michelle Kauten, Board Secretary

