

Lake Ozark Fire District
Public Meeting Minutes
Date 9/20/2023

The Lake Ozark Fire Protection District met in regular session on Wednesday September 20, 2023. The meeting was called to order at 3:32pm by Director Kempf.

Present: Chairman, Charlie Kempf
 Director/Treasurer/ Paul Faulconer
 Director Ed Dobson
 Fire Chief/Marc Carr
 Deputy Chief-Operations/Brandon Roberts
 Deputy Chief-EMS/ Matt Hegel
 Deputy Chief - Training/David Woodward - absent
 Building Inspector/ Charles Misenheimer
 Attorney/Michael Schmid
 Secretary/Michelle Kauten
 Finance Control Officer/Amy Heier
 BC Matusik
 Captain Stewart
 FF East
 FF Kiser

Public Attendees: None

PUBLIC COMMENT:

- None

MINUTES August 24, 2023: A motion to approve the minutes from meetings held on August 24, was made by Director Faulconer and seconded by Director Dobson, motion passed and carried.

FINANCE CONTROL OFFICER REPORT:

- The August Financials were presented to the Board.
- MoSIP Investments – 6 six-month CDs matured 8/16/23 and were rolled into new six-month CDs. Interest earned totaled \$35,140.62. Our initial investment of \$2m has increased by \$42,447.46 since February 2023.
- CPA Proposals – We received three proposals from CPA firms. After discussion between Chief Carr, Chief Roberts, Michelle and I, I decided to go with Doerhoff & Co., CPA's out of Jefferson City. They were the most responsive to our requests and I felt the best pricing for the services we need at this time.
- I plan to join the Govt. Financial Officers Association.

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

FIRE CHIEF REPORT:

- Labor Management discussions ongoing about:
 - Working out of class designation versus current step-up designation
 - Discussion about engine/ambulance staffing with regards to OT
- No Benefits Committee Meeting this month.
- Alarm Fine letters sent out to recipients per ordinance this month.
- PR schedule is picking up with school and fall activities in general.
- Need to schedule open house for ST 3 before winter.
- Refurbishment of E-21 appears as the most feasible option at present-more to come.
- 2nd Ladder truck still in process---\$10K increase----ETA TBD - \$118,615.82 would be the final cost This a jump of about \$18,000 from where we started. Initially we agreed to pay \$100,342 for this truck. **A motion was made to move forward with the purchase of the 2nd ladder truck with the final cost coming to \$118,615.82 by Director Dobson, seconded by Director Kempf, motion passed and carried.**
- Station 1 has had mold testing performed-awaiting results and remediation recommendations prior to RFP for mitigation.
- Approval needed for recommendation of grant funded E-tools-Bids in person. **A motion was made to approve the recommendation from the Equipment Committee for the purchase of E-tools from MacQueen Fire Equipment by Director Faulconer seconded by Director Dobson, motion passed and carried.**
- Phone bids for 1200 feet of 5" large diameter hose
 - Feld Fire-\$9,000.00
 - Banner-\$10,221.12
 - MacQueen-\$9927.24**A motion was made to approve the purchase of 1200 feet of 5" large diameter hose from Feld Fire for \$9,000.00 by Director Dobson, seconded by Director Faulconer, motion passed and carried.**
- Biannual Promotional testing placed on hold.
- Shootout on the strip both successful and relatively uneventful-Huge thank you to all personnel who helped with both! Great extra effort by our Deputy Chiefs as well.
- Next Meeting Thursday October 12th at 3:30pm.

DEPUTY CHIEF-OPERATIONS REPORT:

- **Policy update:** We are negotiating the Working Out of Class policy with the shop; the shop has agreed to the new Working Out of Class language. WOC Job Descriptions for both WOC Captain and WOC BC have been developed along with a draft of the language we wish to see in the contract amendment or side letter.
- **Lexipol:** Today (9/20/2023), I ask the board to approve a motion for the district to utilize Lexipol for this upcoming fiscal year for policy development, training, and implementation assistance. After an extensive conversation with our financial control officer, it would be best to budget the Lexipol initiative as needed in the forthcoming budget. I seek the board's approval to work with Lexipol, zeroing in on policy development and implementation. With the board's blessing, I aim to finalize the contract with Lexipol so we can begin planning this process. The start up cost is

\$17,659.30 and the annual cost is \$10,000.00. **A motion to finalize the contract with Lexipol for policy development, training and implementation assistance was made by Director Kempf, seconded by Director Faulconer, motion passed and carried.**

- **Understanding "42 CARES":** Our members' mental and emotional well-being cannot be overlooked in the demanding fire protection and emergency response field. To address this, I've been in discussions with Eric Rose and Alicia "AJ" Pittman regarding the "42 CARES" program, introduced to us at the Critical Illness Pool Symposium in Columbia, MO. Our discussions with Eric and AJ are ongoing. We are collaboratively working to establish a framework that aligns with the needs of both the Lake Ozark Fire Protection District and the "42 CARES" initiative. The goal is to create a mutually beneficial partnership that prioritizes the well-being of our members. I spoke with AJ at the beginning of this month; she is still working on this project.
- **Melanoma Prevention & "Mollie's Fund":** We are thrilled to announce our partnership with Mollie's Fund. As part of this collaboration, the organization has generously provided us with sunscreen dispensers for each station. Additionally, we have received (will) a press release, training materials, and posters for each dispenser from Jack Biggane and Mollie's Fund. This initiative presents a fantastic opportunity for us to raise awareness about the importance of skin cancer prevention in our district. This partnership is a wonderful way to promote skin cancer safety and health in our community.
- **Lifescan Physicals:** The recent round of Lifescan Physicals was a success, and the professionalism and hospitality of our members were commendable. Members who missed the initial physicals can make them up at Sunrise Beach FPD in September. (5) Members in total. I spoke with Chief LaPlant; he stated they were delayed due to logistical reasons, and he will be in touch when their process begins.
- **Bikefest:** Bikefest has come and gone and was an operational success. The IAP the district developed was used as the standard for the event. We will utilize all disciplines (Law and other PS entities) in the future. Thank you to our partners who aided Lake Ozark to ensure the Strip stayed safe.
- **Eligibility List:** We have completed the testing and interview for four applicants interested in working for Lake Ozark Fire Protection District. A big thank you goes out to Brad Kane, Brandon Pharr, and Ryan Vaughn for their assistance in the testing process. Michelle was the handler for all testing and interview scores; she calculated them. With those calculations, we provided letters (via email) to our applicants advising them where they were placed on the eligibility list.

DEPUTY CHIEF-EMS REPORT:

- Finished the process of organizing the EMS supply room. Audit of supply use is still ongoing. I should have enough data to predict summer supply usage and optimize orders, now to start off-season.
- Medic 22 repair still not completed. The repair shop is still waiting for parts as of 9/18/23.
- Collaborated with other chief officers to plan for and execute response plan for Bike Fest 2023. During that process I created/ optimized PDF form for IAP to streamline process in the future.
- Working to make management and officer collaboration on all processes within district more efficient by using our Microsoft account and the services it provides.
- Created database and updated all EMS certifications help by members of LOFPD for easier tracking and identification of expiration dates. This will be used to ensure compliance with all state and federal requirements for provider certifications and ease future relicensing of district and members.

- C.A.R.E.S. Data input caught up and continual. This will be used to optimize cardiac arrest calls. We will also be able to use this data to see where we can improve public education.
- AED Registry building is ongoing process. This will take a long time. I am hoping to do a large PulsePoint push to the community prior to Oct. board meeting. This will be done with news outlets, social media, and our new LOFPD website.
- Found all pediatric AED pads were expired prior to the inspection that happened with them at the start of the year by the company representative. New pads have been ordered.
- Using the LifeNet system, all LifePak 15 monitors have been updated. Working to update all Lucas devices and begin transmission of cardiac arrest data to optimize patient care.
- Michelle, Chief Woodward, and I met with the website design people and were given a basic overview of functionality and editing of the site.
- Met with all shifts about EMS Expectations and made it accessible to members. Also gave task training on NPP document and ensured physical copies were placed on every transport ambulance.
- Conducted CEU eligible Pharmacology training with all shifts.
- Met with Dr. Shen and did monthly narcotics check to ensure DEA and BNDD compliance.
- Attended multiple online training sessions for MO Medicaid data collection. We were selected and are required to provide them with data for 2023 fiscal year for ambulance transport.
- Had multiple meetings with FirstDue. Performed thorough trial of EMS software and narcotics tracking. Also had EMS committee members assess the system. At this time, I do not feel that it would be beneficial to switch to them for EMS reports. The other aspects of the system do seem beneficial.
- Need to consider remounting M-24 (only reserve ambulance). Discussed options how to remedy this problem. **The Board agrees we need to take action and a motion was made to approve researching and work on pricing to fix M-24 by Director Dobson, seconded by Director Faulconer, motion passed and carried.**

DEPUTY CHIEF - TRAINING REPORT:

- **Training Update:**
 - Crews have been conducting mutual aid hazardous materials decontamination training with LAESA in Sunrise Beach. These hours of training have also been good for CEU's for EMS training.
 - Crews have been conducting company training drills on the "First 5 Minutes" of a structure fire. Gear donning w/SCBA, deploying fire hose, forcing the door, looking for victims, and much more that makes a good firefighter a great one.
 - Chief Hegel has been working with each shift on EMS training. He will have more details as needed.
 - Everyone has attended an online human trafficking class, as well as a emergency vehicle operations class. Both count for EMS CEU's.
- **Training on my end:**
 - Funding and Grant Workshop October 9th Zero cost class. Mid-County is hosting.
 - VFIS Instructor-level program for Emergency Vehicle Drivers Training in Brookline November 6th and 7th. \$500 for my attendance.
- **Various Updates:**
 - Awaiting the decision from the MEM safety grant for the improved scene lighting. We should know soon.

- Working with Chief Hancock to determine the age and replacement need for our harnesses and various small equipment needs for our special operation needs. Many of our harnesses have been here longer than I have (17 years). We will determine our needs and that cost for budgeting purposes as we move forward.
- Beginning the 2024 Training Plan. This is an annual comprehensive plan to encompass all the disciplines we have promised the public we can do. Additionally, the 2024 plan will include quarterly officer development and executive officer development.
- Worked with Chief Roberts on the hiring group prior to my father's sudden passing. I huge thank you to Chief Vaughn, FF Pharr, and FF Kane for assisting and taking the helm.
- **Thank you:** A quick thank you to the membership. With the sudden passing of my father, it was incredible to see so many guys and gals reach out with their sympathies. The last year has been difficult with both my mom and dad very sick, and I am thankful the department was willing to work with me on the time needed to be with them.

FIRE CODE OFFICIAL REPORT:

- **Training.** I will be attending Fire Investigator training in Sunrise Beach on November 29th and 30th to receive some CEUs toward MODFS Fire Investigator renewal.
- **Burn Line and Permits:** We no longer have our "free" burn line phone number, so we are going to try using our new website for burn day notifications and permits. Burn days will have to be updated daily. The BCs, Captains, myself, and Michelle all have access to the site to update the burn notification. When an applicant submits a Burn Day Request Form on our website, we will receive an email containing the address of the burn site and the applicant's contact information. The burn permit process is still in its early stages but seems to be running smoothly so far. I will keep you all updated. Will have a new signs made to inform people to go to our website for burn day permission information.
- **Station 1 Mold Investigation:** Last week Tom Alford with EnviroPro took some samples of suspected mold in the mezzanine bedroom and dayroom upstairs. He also took air samples in these locations and inspected all the air handlers and attached ductwork. We should have those test results back soon along with Mr. Alford's remediation recommendations.
- **Current Construction Projects:** Updates:
 1. "Donut Palace" The contractor is currently working on the interior electric, mechanical, and plumbing rough-in and pouring the concrete driveway and parking lot.
 2. "Eagle Stop" Framing is complete, and we have an interior rough-in scheduled for Thursday this week.
 3. "The Havens at Four Seasons" A 39 unit, condo building. Floors 1-4 have been drywalled and painted, and floor # 5 is currently being insulated and drywalled. The pool has been poured and the garages have been framed. The site finally has water, and I witnessed a fire main flush two weeks ago.
 4. "Four Seasons Aquatic Center" Interior rough-in has been completed and inspected. Insulation has been installed and drywall is being hung. The indoor pool has been completely poured and all pool plumbing installed. The outdoor pool was excavated last week and will be framed and poured this week.
- **Dock Inspection Report.** 3rd quarter report will be submitted at the October BOD meeting.
- **Dock Permits to Date:** 158
- **Building Permits to Date:** 86
- **Fireworks Permits to Date:** 17

BOARD MEMBER REPORT:

- None

UNION REPRESENTATIVE:

- Shop Steward East reported the Shop is still working on various items within Labor Management and will move forward with those.

OLD BUSINESS:

- None

NEW BUSINESS:

- None

MISCELLANEOUS HEARINGS:

- None

Motion to close this meeting and move into Executive Session as allowed by State Statute; was made by Director Kempf and seconded by Director Dobson at 4:47pm. Roll call vote: Kempf - aye; Faulconer- aye; Dobson - aye.

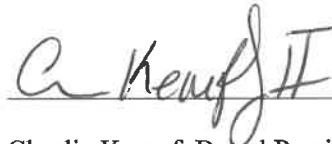
Reconvene at 7:42pm

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 Dobson and seconded by Director Faulconer to adjourn. Meeting adjourned at 7:42pm. **Roll call vote: Kempf -absent; Dobson-aye; Faulconer-aye.**

Minutes approved on:

10-12-2023



Charlie Kempf, Board President



Michelle Kauten, Board Secretary