



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619

**Tuesday, February 08, 2022
11:00 AM**

Preliminaries to the Meeting

1. Call to Order
2. Ceremonial Matters
3. Roll Call
4. Establishment of a Quorum
5. Approval of the Meeting's Agenda

Approval of Last Month's Minutes

1. Correction of Minutes
2. Approval of Minutes

Financial Business

1. Payment of the bills
2. Check signing
3. Financial Statements

Public Comments

1. Any comments must be submitted via email to info@battlefieldfire.com prior to 5pm on the Monday prior to meeting.

Unfinished Business

1. CBA – Battlefield Shop Local 152 - Tabled

New Business

1. Board of Directors Vacancy
2. General Overview

Closed Session

1. Discussion and possible vote concerning: Legal Matters RSMo 610.021 (1), Discussion and possible vote concerning hiring, firing, and/or promoting of employee(s) per RSMo 610.021, (3), Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Closed Session. Closed Vote. Closed Record.

Adjournment

Representatives of the news media may obtain copies of this notice by contacting the Battlefield Fire Protection District.

Posted: 2/4/2022 12:00 AM certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

_____ District Secretary



Battlefield Fire Protection District Battlefield Volunteer Fire Department

Minutes

January 2022 Regular Board Meeting



Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

11:00 AM

Date of Meeting:

January 14, 2022

Board Members Present: Chairman Trevor Crist, Darrell Decker, Danny Perches and Walt Newman

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 11:00 am. A roll call was taken, and a quorum was established.

Mr. Newman moved to approve the December Regular Meeting minutes. 2nd by Mr. Perches. Motion carried.

Mr. Decker moved to approve the Budget Workshop Meeting minutes. 2nd by Mr. Newman. Motion carried.

Financial Business:

1. Mr. Decker discussed the December financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,480.00. Battlefield Fire Districts ICS account holds \$1,717,114.23 and Money Market holds \$59,487.23. Mr. Decker motioned to approve the financials. 2nd by Mr. Perches. Motion carried.
2. 2021 Budget Closeout. Chief Moore acknowledged the status of line items at, or currently over, budget. Mr. Decker motioned to instruct the Auditor to place unspent funds from 2021 into the Equipment Reserve to cap of \$700,000. Anything above to be allocated to Building Reserve. 2nd by Mr. Perches. Motion carried.

Public Comments: None

Unfinished Business:

1. None

New Business:

1. CBA – Battlefield Shop Local 152

- a. Chief Moore presented the board the Collective Bargaining Agreement being worked on through Labor/Management. Clarification was provided for the policies and

procedures the agreement changes. Members from Local 152 were in attendance and offered answers to questions as needed.

2. Policy and Procedure Approval

- a.** Mr. Decker motioned to separate Policy 216 (Staffing and Vacancies) from the remainder of the CBA updates. 2nd by Mr. Newman. Motion carried
- b.** Mr. Decker motioned to approve policies 103 (Promotions), 202 (Sick Leave), 203 (Vacation Leave), 305 (Out of Grade), and 307 (Incentives). 2nd by Mr. Perches. Motion carried.

3. General Overview

- a.** No further information was provided.

Closed session:

Motion to go out of open session by Mr. Decker. 2nd by Mr. Perches. Motion carried.

Out of Open Session at 12:45pm.

Motion to go into Closed Session by Mr. Newman. 2nd by Mr. Perches. Motion carried.

In Closed Session at 1:22 pm.

Roll Call: Danny Perches, Trevor Crist, Darrell Decker, Walt Newman, Chief Moore, Chief Reynolds, Caitlyn Williams

Motion to go out of Closed Session by Mr. Decker 2nd by Mr. Perches. Motion carried.

Out of Closed Session at 1:23 pm.

Motion to go into Open Session by Mr. Perches. 2nd by Mr. Decker.

Into Open Session at 1:24 pm.

Roll Call: Danny Perches, Trevor Crist, Darrell Decker, and Walt Newman. Mr. Crist advised closed session was for informational purposes only. Not votes occurred.

Adjournment:

Mr. Newman moved to adjourn at 1:30 pm.

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Danny Perches

Battlefield Fire Protection District
Statement of Cash Flows
January 2022

3:04 PM

Cash Basis

| | Jan 22 | Dec 21 | % Change |
|---|---------------------|-------------------|-----------------|
| Revenue | | | |
| 4000 · Revenue | | | |
| 4005 · Tax Revenue | 2,945,236.41 | 132,733.79 | 2,118.91% |
| 4010 · Tax Interest Revenue | 2,311.33 | 724.91 | 218.84% |
| 4050 · Miscellaneous Revenue | 714.00 | 9,060.00 | -92.12% |
| 4060 · Interest Revenue | 1,868.27 | 1,298.92 | 43.83% |
| Total 4000 · Revenue | 2,950,130.01 | 143,817.62 | 1,951.3% |
| Total Revenue | 2,950,130.01 | 143,817.62 | 1,951.3% |
| Gross Profit | 2,950,130.01 | 143,817.62 | 1,951.3% |
| Expense | | | |
| 5000 · Capital Expense | | | |
| 5015 · Uniforms/PPE/Bunker Gear | 0.00 | 21,077.90 | -100.0% |
| 5020 · Building Lease | 12,025.00 | 0.00 | 100.0% |
| 5030 · Information Technology | 0.00 | 11,301.03 | -100.0% |
| 5035 · Communications | 0.00 | 2,814.00 | -100.0% |
| 5040 · Firefighting/EMS | 0.00 | 3,198.66 | -100.0% |
| 5052 · Fitness Equipment | 286.55 | 210.00 | 36.45% |
| Total 5000 · Capital Expense | 12,311.55 | 38,601.59 | -68.11% |
| 6000 · Communications | | | |
| 6003 · MDT/Cell Phones | 1,006.43 | 867.17 | 16.06% |
| 6020 · Managed IT Service | 750.00 | 0.00 | 100.0% |
| Total 6000 · Communications | 1,756.43 | 867.17 | 102.55% |
| 6100 · Insurance | | | |
| 6110 · Workman's Compensation | 34,656.50 | 0.00 | 100.0% |
| 6120 · Medical, Dental, Vision | 15,966.23 | 16,556.21 | -3.56% |
| 6125 · FFAM Dues | 4,960.00 | 0.00 | 100.0% |
| Total 6100 · Insurance | 55,582.73 | 16,556.21 | 235.72% |
| 6200 · Maintenance & Repairs | | | |
| 6205 · Gas/Diesel | 3,022.53 | 3,389.74 | -10.83% |
| 6210 · Apparatus Repair | 447.66 | 5,534.66 | -91.91% |
| 6215 · Stations & Buildings | 645.23 | 11,052.85 | -94.16% |
| 6225 · Equipment Maintenance | 0.00 | 1,040.97 | -100.0% |
| 6235 · Headquarters Maintenance | 1,209.00 | 1,209.00 | 0.0% |
| 6255 · Maintenance Shop Equipment | 38.17 | 326.42 | -88.31% |
| Total 6200 · Maintenance & Repairs | 5,362.59 | 22,553.64 | -76.22% |
| 6300 · Office/Stations | | | |
| 6305 · Software Expense | 1,051.50 | 1,375.00 | -23.53% |
| 6315 · Accounting Fees | 1,275.40 | 735.00 | 73.52% |
| 6330 · Subscriptions/Memberships | 531.35 | 425.00 | 25.02% |
| Total 6300 · Office/Stations | 2,858.25 | 2,535.00 | 12.75% |
| 6400 · Training | | | |

| | Jan 22 | Dec 21 | % Change |
|--|---------------------|--------------------|------------------|
| 6405 · EMT Course Expense | 0.00 | 3,000.00 | -100.0% |
| 6410 · Training Classes | 1,429.67 | 730.00 | 95.85% |
| 6425 · Training Books | 490.00 | 0.00 | 100.0% |
| Total 6400 · Training | 1,919.67 | 3,730.00 | -48.53% |
| 6500 · Legal | | | |
| 6525 · Cafeteria Pass Thru | 1,722.29 | -66.39 | 2,694.2% |
| 6535 · Attorney Fees | 0.00 | 1,254.00 | -100.0% |
| Total 6500 · Legal | 1,722.29 | 1,187.61 | 45.02% |
| 6600 · Salaries | | | |
| 6605 · District Personnel | 167,057.84 | 222,756.86 | -25.0% |
| 6610 · Board of Directors | | | |
| 6612 · Chaplain Expense | 74.95 | 1,194.90 | -93.73% |
| 6610 · Board of Directors - Other | 533.33 | 633.33 | -15.79% |
| Total 6610 · Board of Directors | 608.28 | 1,828.23 | -66.73% |
| 6620 · Employer Payroll Taxes | 2,474.64 | 3,294.47 | -24.89% |
| 6625 · Lagers | 13,775.91 | -8,602.08 | 260.15% |
| 6635 · Uniforms | 1,848.33 | 1,316.62 | 40.38% |
| 6640 · 457 Pass Thru | 0.00 | -4,021.82 | 100.0% |
| 6655 · Expense Account | 186.86 | 269.87 | -30.76% |
| 6665 · Special Overtime | 1,853.43 | 2,959.15 | -37.37% |
| 6668 · Union Dues Expense | -2,041.38 | -1,144.41 | -78.38% |
| Total 6600 · Salaries | 185,763.91 | 218,656.89 | -15.04% |
| 6700 · Medical | | | |
| 6710 · Employee Physicals/POET | 2,572.68 | 216.84 | 1,086.44% |
| Total 6700 · Medical | 2,572.68 | 216.84 | 1,086.44% |
| 6750 · Utilities | | | |
| 6755 · Water | 97.70 | 217.92 | -55.17% |
| 6760 · Sanitation | 0.00 | 531.03 | -100.0% |
| 6765 · Sewer | 186.89 | 195.83 | -4.57% |
| 6770 · Electric/Gas | 2,582.31 | 2,664.25 | -3.08% |
| 6775 · Internet/Phones/Cable | 1,082.73 | 1,081.30 | 0.13% |
| Total 6750 · Utilities | 3,949.63 | 4,690.33 | -15.79% |
| 6800 · Supplies | | | |
| 6810 · Public Relations/Outreach | 1,642.75 | 3,368.91 | -51.24% |
| 6815 · Logo Imprinted Supplies | 481.45 | 181.00 | 165.99% |
| 6820 · Fire & EMS Expendables | 128.97 | 643.20 | -79.95% |
| 6825 · Office Supplies | 420.03 | 745.35 | -43.65% |
| 6830 · Janitorial Supplies | 533.85 | 225.46 | 136.78% |
| 6835 · Stations/Buildings Supplies | 0.00 | 12.98 | -100.0% |
| Total 6800 · Supplies | 3,207.05 | 5,176.90 | -38.05% |
| Total Expense | 277,006.78 | 314,772.18 | -12.0% |
| Net Revenue | 2,673,123.23 | -170,954.56 | 1,663.65% |

Battlefield Fire Protection District
Statement of Net Assets
As of January 31, 2022

3:05 PM
02/04/2022
Cash Basis
Jan 31, 22

ASSETS

Current Assets

Checking/Savings

| | |
|---------------------------------------|---------------|
| 1000 · OakStar - ICS | 4,402,240.52 |
| 1005 · OakStar - Money Market | 59,516.97 |
| 1025 · Oakstar - Operating | 92,198.24 |
| 1105 · Petty Cash | 131.66 |
| 1199 · Allowance for Restricted Funds | -1,241,860.88 |

| | |
|------------------------|--------------|
| Total Checking/Savings | 3,312,226.51 |
|------------------------|--------------|

| | |
|----------------------|--------------|
| Total Current Assets | 3,312,226.51 |
|----------------------|--------------|

Fixed Assets

| | |
|-------------------------|----------|
| 1505 · Office Equipment | 1,534.41 |
|-------------------------|----------|

| | |
|--------------------|----------|
| Total Fixed Assets | 1,534.41 |
|--------------------|----------|

| | |
|---------------------|---------------------|
| TOTAL ASSETS | 3,313,760.92 |
|---------------------|---------------------|

LIABILITIES & Revenue

Revenue

3200 · Fund Balances

| | |
|--|--------------|
| 3100 · Restricted Fund - Operating | -700,000.00 |
| 3120 · Restricted Fund-Emergency Equip | -49,336.88 |
| 3140 · Restricted Fund - Bldg Reserve | -492,524.00 |
| 3200 · Fund Balances | 2,487,239.86 |

| | |
|---|--------------|
| Total 3200 · Unrestricted Fund Balances | 1,245,378.98 |
|---|--------------|

| | |
|---------------------------|-------------|
| 32000 · Retained Earnings | -604,741.29 |
|---------------------------|-------------|

| | |
|-------------|--------------|
| Net Revenue | 2,673,123.23 |
|-------------|--------------|

| | |
|---------------|--------------|
| Total Revenue | 3,313,760.92 |
|---------------|--------------|

| | |
|--|---------------------|
| TOTAL LIABILITIES & Revenue | 3,313,760.92 |
|--|---------------------|

Battlefield Fire Protection District
Statement of Activities
January 2022

3:05 PM
02/04/2022
Cash Basis

| | Jan 22 | Jan 22 |
|---|---------------------|---------------------|
| Revenue | | |
| 4000 · Revenue | | |
| 4005 · Tax Revenue | 2,945,236.41 | 2,945,236.41 |
| 4010 · Tax Interest Revenue | 2,311.33 | 2,311.33 |
| 4050 · Miscellaneous Revenue | 714.00 | 714.00 |
| 4060 · Interest Revenue | 1,868.27 | 1,868.27 |
| Total 4000 · Revenue | 2,950,130.01 | 2,950,130.01 |
| Total Revenue | 2,950,130.01 | 2,950,130.01 |
| Gross Profit | 2,950,130.01 | 2,950,130.01 |
| Expense | | |
| 5000 · Capital Expense | | |
| 5020 · Building Lease | 12,025.00 | 12,025.00 |
| 5052 · Fitness Equipment | 286.55 | 286.55 |
| Total 5000 · Capital Expense | 12,311.55 | 12,311.55 |
| 6000 · Communications | | |
| 6003 · MDT/Cell Phones | 1,006.43 | 1,006.43 |
| 6020 · Managed IT Service | 750.00 | 750.00 |
| Total 6000 · Communications | 1,756.43 | 1,756.43 |
| 6100 · Insurance | | |
| 6110 · Workman's Compensation | 34,656.50 | 34,656.50 |
| 6120 · Medical, Dental, Vision | 15,966.23 | 15,966.23 |
| 6125 · FFAM Dues | 4,960.00 | 4,960.00 |
| Total 6100 · Insurance | 55,582.73 | 55,582.73 |
| 6200 · Maintenance & Repairs | | |
| 6205 · Gas/Diesel | 3,022.53 | 3,022.53 |
| 6210 · Apparatus Repair | 447.66 | 447.66 |
| 6215 · Stations & Buildings | 645.23 | 645.23 |
| 6235 · Headquarters Maintenance | 1,209.00 | 1,209.00 |
| 6255 · Maintenance Shop Equipment | 38.17 | 38.17 |
| Total 6200 · Maintenance & Repairs | 5,362.59 | 5,362.59 |
| 6300 · Office/Stations | | |
| 6305 · Software Expense | 1,051.50 | 1,051.50 |
| 6315 · Accounting Fees | 1,275.40 | 1,275.40 |
| 6330 · Subscriptions/Memberships | 531.35 | 531.35 |
| Total 6300 · Office/Stations | 2,858.25 | 2,858.25 |
| 6400 · Training | | |
| 6410 · Training Classes | 1,429.67 | 1,429.67 |
| 6425 · Training Books | 490.00 | 490.00 |
| Total 6400 · Training | 1,919.67 | 1,919.67 |
| 6500 · Legal | | |
| 6525 · Cafeteria Pass Thru | 1,722.29 | 1,722.29 |

| | Jan 22 | Jan 22 |
|--|---------------------|---------------------|
| Total 6500 · Legal | 1,722.29 | 1,722.29 |
| 6600 · Salaries | | |
| 6605 · District Personnel | 167,057.84 | 167,057.84 |
| 6610 · Board of Directors | | |
| 6612 · Chaplain Expense | 74.95 | 74.95 |
| 6610 · Board of Directors - Other | 533.33 | 533.33 |
| Total 6610 · Board of Directors | 608.28 | 608.28 |
| 6620 · Employer Payroll Taxes | 2,474.64 | 2,474.64 |
| 6625 · Lagers | 13,775.91 | 13,775.91 |
| 6635 · Uniforms | 1,848.33 | 1,848.33 |
| 6640 · 457 Pass Thru | 0.00 | 0.00 |
| 6655 · Expense Account | 186.86 | 1,499.51 |
| 6665 · Special Overtime | 1,853.43 | 1,853.43 |
| 6668 · Union Dues Expense | -2,041.38 | -2,041.38 |
| Total 6600 · Salaries | 185,763.91 | 187,076.56 |
| 6700 · Medical | | |
| 6710 · Employee Physicals/POET | 2,572.68 | 2,572.68 |
| Total 6700 · Medical | 2,572.68 | 2,572.68 |
| 6750 · Utilities | | |
| 6755 · Water | 97.70 | 97.70 |
| 6765 · Sewer | 186.89 | 186.89 |
| 6770 · Electric/Gas | 2,582.31 | 2,582.31 |
| 6775 · Internet/Phones/Cable | 1,082.73 | 1,082.73 |
| Total 6750 · Utilities | 3,949.63 | 3,949.63 |
| 6800 · Supplies | | |
| 6810 · Public Relations/Outreach | 1,642.75 | 330.10 |
| 6815 · Logo Imprinted Supplies | 481.45 | 481.45 |
| 6820 · Fire & EMS Expendables | 128.97 | 128.97 |
| 6825 · Office Supplies | 420.03 | 420.03 |
| 6830 · Janitorial Supplies | 533.85 | 533.85 |
| Total 6800 · Supplies | 3,207.05 | 1,894.40 |
| Total Expense | 277,006.78 | 277,006.78 |
| Net Revenue | 2,673,123.23 | 2,673,123.23 |

Battlefield Fire Protection District
Profit & Loss Budget Performance
Jan 2022

| | Annual Budget | Jan 22 | % Received | Jan YTD | % Received YTD | Revenue Still Expected | Revenue Over Expected |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|------------------|------------------------|-----------------------|
| Revenue | | | | | | | |
| 4000 · Revenue | | | | | | | |
| 4005 · Tax Revenue | 3,502,175.00 | 2,945,236.41 | 84.10% | 2,945,236.41 | 84.10% | 556,938.59 | 0.00 |
| 4010 · Tax Revenue Interest | 10,000.00 | 2,311.33 | 23.11% | 2,311.33 | 23.11% | 7,688.67 | 0.00 |
| 4050 · Miscellaneous Revenue | 0.00 | 714.00 | 0.00% | 714.00 | 0.00% | 0.00 | 714.00 |
| 4060 · Interest Revenue | 25,000.00 | 1,868.27 | 7.47% | 1,868.27 | 7.47% | 23,131.73 | 0.00 |
| 4085 · Course Tuition (EMT) | 12,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 12,500.00 | 0.00 |
| Total 4000 · Revenue | 3,549,675.00 | 2,950,130.01 | 83.11% | 2,950,130.01 | 83.11% | 600,258.99 | 714.00 |
| Expense | | | | | | | |
| | Annual Budget | Jan 22 | %Budget Used in Jan | Jan YTD | %Budget Used YTD | Balance Available | |
| 5000 · Capital Expense | | | | | | | |
| 5015 · Uniforms/PPE/Bunker Gear | 34,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 34,000.00 | |
| 5020 · Building Lease | 104,050.00 | 12,025.00 | 11.56% | 12,025.00 | 11.56% | 92,025.00 | |
| 5030 · Information Technology | 10,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,000.00 | |
| 5035 · Communications | 10,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,000.00 | |
| 5040 · Firefighting/EMS | 50,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 50,000.00 | |
| 5052 · Fitness Equipment | 5,700.00 | 286.55 | 5.03% | 286.55 | 5.03% | 5,413.45 | |
| Total 5000 · Capital Expense | 213,750.00 | 12,311.55 | 5.76% | 12,311.55 | 5.76% | 201,438.45 | |
| 6000 · Communications | | | | | | | |
| 6003 · MDT/Cell Phones | 12,000.00 | 1,006.43 | 8.39% | 1,006.43 | 8.39% | 10,993.57 | |
| 6020 · Managed IT Service | 9,000.00 | 750.00 | 8.33% | 750.00 | 8.33% | 8,250.00 | |
| Total 6000 · Communications | 21,000.00 | 1,756.43 | 8.36% | 1,756.43 | 8.36% | 19,243.57 | |
| 6100 · Insurance | | | | | | | |
| 6110 · Workman's Compensation | 183,574.78 | 34,656.50 | 18.88% | 34,656.50 | 18.88% | 148,918.28 | |
| 6115 · Commercial & Property | 77,958.00 | 0.00 | 0.00% | 0.00 | 0.00% | 77,958.00 | |
| 6120 · Medical, Dental, Vision | 257,007.00 | 15,966.23 | 6.21% | 15,966.23 | 6.21% | 241,040.77 | |
| 6125 · FFAM Dues | 6,000.00 | 4,960.00 | 82.67% | 4,960.00 | 82.67% | 1,040.00 | |
| Total 6100 · Insurance | 524,539.78 | 55,582.73 | 10.60% | 55,582.73 | 10.60% | 468,957.05 | |

Battlefield Fire Protection District
Profit & Loss Budget Performance
Jan 2022

| | Annual Budget | Jan 22 | % Received | Jan YTD | % Received YTD | Revenue Still Expected | Revenue Over Expected |
|---|----------------------|-----------------|-----------------------------|-----------------|--------------------------|--------------------------|-----------------------|
| 6200 · Maintenance & Repairs | | | | | | | |
| 6205 · Gas/Diesel | 42,000.00 | 3,022.53 | 7.20% | 3,022.53 | 7.20% | 38,977.47 | |
| 6210 · Apparatus Repair | 45,000.00 | 447.66 | 0.99% | 447.66 | 0.99% | 44,552.34 | |
| 6215 · Stations & Buildings | 27,000.00 | 645.23 | 2.39% | 645.23 | 2.39% | 26,354.77 | |
| 6220 · Lawn Maintenance | 10,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,500.00 | |
| 6225 · Equipment Maintenance | 8,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 8,500.00 | |
| 6235 · Headquarters Maintenance | 15,000.00 | 1,209.00 | 8.06% | 1,209.00 | 8.06% | 13,791.00 | |
| 6250 · Ground/Aerial Ladder Testing | 2,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,000.00 | |
| 6255 · Maintenance Shop Equipment | 1,500.00 | 38.17 | 2.54% | 38.17 | 2.54% | 1,461.83 | |
| 6275 · Office Equipment | 1,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,500.00 | |
| 6280 · SCBA Flow Testing | 2,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,500.00 | |
| Total 6200 · Maintenance & Repairs | 155,500.00 | 5,362.59 | 3.45% | 5,362.59 | 3.45% | 150,137.41 | |
| 6300 · Office/Stations | | | | | | | |
| 6305 · Software Expense | 43,300.00 | 1,051.50 | 2.43% | 1,051.50 | 2.43% | 42,248.50 | |
| 6315 · Accounting Fees | 9,400.00 | 1,275.40 | 13.57% | 1,275.40 | 13.57% | 8,124.60 | |
| 6325 · Postage/Shipping | 700.00 | 0.00 | 0.00% | 0.00 | 0.00% | 700.00 | |
| 6330 · Subscriptions/Memberships | 8,500.00 | 531.35 | 6.25% | 531.35 | 6.25% | 7,968.65 | |
| 6335 · Advertising/Printing/Postings | 1,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,000.00 | |
| Total 6300 · Office/Stations | 62,900.00 | 2,858.25 | 4.54% | 2,858.25 | 4.54% | 60,041.75 | |
| 6400 · Training | | | | | | | |
| | Annual Budget | Jan 22 | % Budget Used in Jan | Jan YTD | % Budget Used YTD | Balance Available | |
| 6405 · EMT Course Expense | 2,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,000.00 | |
| 6410 · Training Classes | 30,200.00 | 1,429.67 | 4.73% | 1,429.67 | 4.73% | 28,770.33 | |
| 6415 · Equipment | 4,200.00 | 0.00 | 0.00% | 0.00 | 0.00% | 4,200.00 | |
| 6425 · Training Books | 5,000.00 | 490.00 | 9.80% | 490.00 | 9.80% | 4,510.00 | |
| Total 6400 · Training | 41,400.00 | 1,919.67 | 4.64% | 1,919.67 | 4.64% | 39,480.33 | |

Battlefield Fire Protection District
Profit & Loss Budget Performance
Jan 2022

| | Annual Budget | Jan 22 | % Received | Jan YTD | % Received YTD | Revenue Still Expected | Revenue Over Expected |
|--|----------------------|-------------------|--------------------|-------------------|---------------------|------------------------|-----------------------|
| 6500 · Legal | | | | | | | |
| 6510 · Audit Fees | 5,700.00 | 0.00 | 0.00% | 0.00 | 0.00% | 5,700.00 | |
| 6525 · Cafeteria Account | 1,500.00 | 1,722.29 | 114.82% | 1,722.29 | 114.82% | -222.29 | |
| 6535 · Attorney Fees | 7,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 7,000.00 | |
| Total 6500 · Legal | 14,200.00 | 1,722.29 | 12.13% | 1,722.29 | 12.13% | 12,477.71 | |
| 6600 · Salaries | | | | | | | |
| 6605 · District Personnel | 1,995,739.00 | 167,057.84 | 8.37% | 167,057.84 | 8.37% | 1,828,681.16 | |
| 6610 · Board of Directors | | | | | | | |
| 6612 · Chaplain Expense | 2,000.00 | 74.95 | 3.75% | 74.95 | 3.75% | 1,925.05 | |
| 6610 · Board of Directors - Other | 9,400.00 | 533.33 | 5.67% | 533.33 | 5.67% | 8,866.67 | |
| Total 6610 · Board of Directors | 11,400.00 | 608.28 | 5.34% | 608.28 | 5.34% | 10,791.72 | |
| 6620 · Employer Payroll Taxes | 37,418.00 | 2,474.64 | 6.61% | 2,474.64 | 6.61% | 34,943.36 | |
| 6625 · Lagers | 211,883.00 | 13,775.91 | 6.50% | 13,775.91 | 6.50% | 198,107.09 | |
| 6635 · Uniforms | 13,000.00 | 1,848.33 | 14.22% | 1,848.33 | 14.22% | 11,151.67 | |
| 6650 · Miscellaneous Board Expense | 500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 500.00 | |
| 6655 · Expense Account | 2,000.00 | 186.86 | 9.34% | 186.86 | 9.34% | 1,813.14 | |
| 6665 · Special Overtime | 35,000.00 | 1,853.43 | 5.30% | 1,853.43 | 5.30% | 33,146.57 | |
| 6668 · Union Dues Expense | 0.00 | -2,041.38 | 0.00% | -2,041.38 | 0.00% | 2,041.38 | |
| 6675 · Background Check | 2,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,000.00 | |
| Total 6600 · Salaries | 2,308,940.00 | 185,763.91 | 8.05% | 185,763.91 | 8.05% | 2,123,176.09 | |
| | | | %Budget | | %Budget Used | Balance | |
| 6700 · Medical | Annual Budget | Jan 22 | Used in Jan | Jan YTD | YTD | Available | |
| 6710 · Employee Physicals/POET | 27,500.00 | 2,572.68 | 9.36% | 2,572.68 | 9.36% | 24,927.32 | |
| Total 6700 · Medical | 27,500.00 | 2,572.68 | 9.36% | 2,572.68 | 9.36% | 24,927.32 | |

Battlefield Fire Protection District
Profit & Loss Budget Performance
Jan 2022

| | Annual Budget | Jan 22 | % Received | Jan YTD | % Received YTD | Revenue Still Expected | Revenue Over Expected |
|---|---------------------|---------------------|-----------------|---------------------|-----------------|------------------------|-----------------------|
| 6750 · Utilities | | | | | | | |
| 6755 · Water | 2,250.00 | 97.70 | 4.34% | 97.70 | 4.34% | 2,152.30 | |
| 6760 · Sanitation | 2,500.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,500.00 | |
| 6765 · Sewer | 3,000.00 | 186.89 | 6.23% | 186.89 | 6.23% | 2,813.11 | |
| 6770 · Electric/Gas | 35,000.00 | 2,582.31 | 7.38% | 2,582.31 | 7.38% | 32,417.69 | |
| 6775 · Internet/Phones/Cable | 14,000.00 | 1,082.73 | 7.73% | 1,082.73 | 7.73% | 12,917.27 | |
| Total 6750 · Utilities | 56,750.00 | 3,949.63 | 6.96% | 3,949.63 | 6.96% | 52,800.37 | |
| 6800 · Supplies | | | | | | | |
| 6810 · Public Relations/Outreach | 13,000.00 | 1,642.75 | 12.64% | 1,642.75 | 12.64% | 11,357.25 | |
| 6815 · Logo Imprinted Supplies | 2,000.00 | 481.45 | 24.07% | 481.45 | 24.07% | 1,518.55 | |
| 6820 · Fire & EMS Expendables | 3,000.00 | 128.97 | 4.30% | 128.97 | 4.30% | 2,871.03 | |
| 6825 · Office Supplies | 4,000.00 | 420.03 | 10.50% | 420.03 | 10.50% | 3,579.97 | |
| 6830 · Janitorial Supplies | 3,000.00 | 533.85 | 17.80% | 533.85 | 17.80% | 2,466.15 | |
| 6835 · Stations/Buildings Supplies | 2,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,000.00 | |
| Total 6800 · Supplies | 27,000.00 | 3,207.05 | 11.88% | 3,207.05 | 11.88% | 23,792.95 | |
| 6850 · Property Improvements | | | | | | | |
| 6860 · Stations/Buildings | 10,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,000.00 | |
| Total 6850 · Property Improvements | 10,000.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,000.00 | |
| Total Expense | 3,463,479.78 | 277,006.78 | 8.00% | 277,006.78 | 8.00% | 3,127,431.25 | |
| Net Revenue | 86,195.22 | 2,673,123.23 | 3101.24% | 2,673,123.23 | 3101.24% | -2,527,172.26 | |
| Total Budget Amount | | | | | | 3,127,431.25 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Restricted Funds | | | | | | | |
| Operating Reserve | | | | | | | 700,000.00 |
| Emergency Equipment Reserve | | | | | | | 49,336.88 |
| Building Reserve | | | | | | | 492,524.00 |
| Total Contingency Fund | | | | | | | 1,241,860.88 |

| | |
|-----------------------------|-------------------------|
| <i>Monthly Expenditures</i> | <i>YTD Expenditures</i> |
| 277,006.78 | 277,006.78 |

Battlefield Fire Protection District
Transaction Detail By Account
January 2022

3:06 PM

02/04/2022

Cash Basis

| | <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Balance</u> |
|------------------------------------|-------------|-------------------|---------------|----------------------|
| 4000 · Revenue | | | | |
| 4050 · Miscellaneous Revenue | | | | |
| | 01/25/2022 | Ollis/Akers/Arney | policy change | 714.00 |
| Total 4050 · Miscellaneous Revenue | | | | <u>714.00</u> |
| Total 4000 · Revenue | | | | <u>714.00</u> |
| TOTAL | | | | <u><u>714.00</u></u> |

Battlefield Volunteer Fire Department
Statement of Net Assets

As of January 31, 2022

Jan 31, 22

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,483.69

Total Checking/Savings 5,483.69

Total Current Assets 5,483.69

TOTAL ASSETS 5,483.69

LIABILITIES & Revenue

Revenue

1110 · Retained Earnings 5,481.60

Net Revenue 2.09

Total Revenue 5,483.69

TOTAL LIABILITIES & Revenue 5,483.69

Battlefield Volunteer Fire Department
Statement of Net Activities
January 2022

| | <u>Jan 22</u> |
|--------------------------|--------------------|
| Ordinary Revenue/Expense | |
| Revenue | |
| 4140 - Interest Revenue | 2.09 |
| Total Revenue | <u>2.09</u> |
| Net Ordinary Revenue | <u>2.09</u> |
| Net Revenue | <u><u>2.09</u></u> |



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

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PHONE: (417) 881-9018



ADMINISTRATIVE BOARD REPORT

January/February 2022

Administration – Chief Moore

- We completed the payroll items for the new year. This includes W2s, 1099s, 1095-C, and payroll acknowledgement from each employee.
- District banquet went very well. Thank you to the committee, Chief Anderson, and Caitlyn. They did an amazing job celebrating the District.
- We had a decent run of COVID come through the District. Chief Reynolds and the Battalions were able to work though it well.
- The Admin Chiefs met to discuss responsibilities and current direction. It was a good reset for focus into 2022.
- I presented in a virtual roundtable with the NFPA on Community Risk Reduction programs.
- I am working with Emergency Management on a large event coming to Springfield next month.
- Several conferences are happening in February. Several staff will be traveling through the month.
- I am still working on the language for the CBA. My goal is to have this resolved by the March meeting.
- Chief Anderson and Caitlyn are working to update our website to include public record items such as the board minutes and financials.

Operations – Deputy Chief Reynolds

- Total calls for January = 193
 - 4 Building fires
 - January 2021 = 308
 - Total Calls YTD = 193
- Average Response Time for January = 5.64 minutes
 - Average Response Time YTD = 5.64 minutes
 - Target time is 7.00 minutes
- Turnout time for January = 1:29
 - Turnout time YTD = 1:29
 - Target time is 1:30
- Lexipol on-boarding documents have been submitted. We will be working on forming a workgroup for reviewing the proposed policy/procedure/revisions.
- Maintenance items have surfaced which will be quite costly. Chief Moore or I will go over those expenses once we have the total invoice.
 - The ladder truck will be having the front suspension replaced after it broke. We are awaiting parts.
 - One of our pumpers lost its high-pressure fuel pump. It is at Cummins for repair.
- The switchover for the new radio system has been delayed. We should have a definitive timeline later this month.



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Support Services – Division Chief Anderson (as of 2-3-22)

Community Risk Reduction Activities

- Total people reached through social media and Google Business = 29,520
- 90 citizens have completed the Community Opinion Survey.
- Crews installed 20 smoke alarms and 16 batteries per citizen request.
- Assisted the regional and accelerated academies with hazmat, live burn, and salvage training.
- Attended the Regional CRR committee meeting.
- Attended a virtual SPS Kid's First Meeting
- Attended the January and February City of Battlefield Alderman meetings.
- Attended the January City of Battlefield Economic Development Committee meeting.
- Attended a meeting with the SPS Coordinator of Physical Education, Health, and Engagement Activities to schedule PR activities with District schools throughout the year including summer school.
- Attended a meeting with the District's website manager to begin updating content.
- Coordinated a small PR event for a group of Cub Scouts.

Workers Compensation, Safety, and Human Resources

- The District had one work comp claim for this period.
- Continued monitoring the status of open work comp cases.
- Attended a meeting with the regional representative for the District's new work comp provider: Missouri Employers Mutual (MEM).
- Setup an online account with MEM to track injury and loss data.
- Attended the District's annual awards banquet.
- Conducted a safety orientation for the District's new hires.
- Attended a virtual seminar on work comp subrogation.
- Attended a virtual meeting with the Firefighter Cancer Support Network (FCSN).
- Travelled to St. Louis for a work comp medical evaluation.
- Continued working to update safety and work comp related policies.
- Attended a meeting of the District's Health and Wellness Committee.
- The District's Safety Committee held its monthly meeting.



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Training – Division Chief Burr

- Training hours for January: 832 hours
 - YTD = 832 hours
 - YTD 2021 = 868 hours
- I am finishing up preparations for the Bureau of EMS inspection to renew our Training Entity Accreditation. It is scheduled for February 8th.
- I spent the majority of January leading an accelerated academy with help from the shifts for two of the new personnel. Our crews did a fantastic job getting them up to speed. They both made it through the academy and have been placed on shift.
- The regional academy is ongoing. They spent their first three weeks in Battlefield and have now moved to Nixa. We have one individual attending it and he is doing well in it.
- The annual training plan has been implemented and sent out to the crews. We will spend the next couple of months evaluating it and making any needed adjustments.
- I am in the process of evaluating and updating our current position task books.
- Working with Chief Anderson to develop a leadership training program for our personnel.