



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619
Tuesday, March 12, 2019
6:00 PM

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

Unfinished Business

New Business

1. General Overview

Closed Session

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: 3/4/2019 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 Regular Board Meeting

Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

6:00 PM

Date of Meeting:

February 12, 2019

Board Members Present: President Trevor Crist, Darrell Decker, Walt Newman were present and Derek Fraley, Kregg Keltner were absent.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by President Trevor Crist at 6:00pm. Chaplain Stormy Davis led the prayer and then the pledge of allegiance was recited. A roll call was taken and a quorum was established.

Darrell moved to approve the agenda with the move of item 1 under New Business ahead of financial business. Walt seconded. All voted Aye.

Walt moved to approve Januarys' Regular Board Meeting minutes. Darrell seconded. All voted aye.

New Business:

Mr. Tony Reahr representative of Edward Jones gave his annual report on the optional 457b plan to the board of Directors. Discussion took place.

Financial Report:

Payment of bills and signing of checks took place.

Darrell discussed Januarys' financial report and review of assets. Battlefield Volunteer Fire Department total liabilities and revenue equal \$5,387.64. Battlefield Fire Protection District total liabilities and revenue equal \$2,530,712.58. Statement of net Assets; ICS \$3,849,052.24, and Money Market \$55,061.00. Darrell advised all accounts have been reconciled. Darrell advised the auditor has been at the District for the past two days. Darrell advised he has spoken with the Auditor about the reserve accounts once the completion of the audit has taken place, the district will have exact numbers for the carry over. The Auditor has requested an amendment to the 2018

budget. Darrell also discussed the tax revenue that deposited in January as well as the January expenditures.

Darrell moved to amend the 2018 budget to add line item 4090 Lease Proceeds from Southern Bank for \$500,000.00 and add Line Item 5065 for the expenditure for the Ladder Truck of \$500,000.00. Walt seconded. All voted aye.

Darrell moved to approve January's financial statements. Walt seconded. All voted aye.

Public Comments: None

Unfinished Business: None

New Business Cont.:

Deputy Chief Reynolds discussed policy change to policy 216 Minimum Staffing. Darrell moved to approve 216 Minimum Staffing policy change as presented. Walt seconded. All voted aye.

Deputy Chief Reynolds discussed policy change to policy 106 Job Description. Walt moved to approve 106 Job Description changes as presented. Darrell seconded. All voted aye.

Deputy Chief Reynolds discussed policy change to policy 802.1 Annual Physical Agility Test. Darrell moved to approve 802.1 Annual Physical Agility Test changes as presented. Walt seconded. All voted aye.

General Overview:

Deputy Chief Reynolds discussed the statement of net assets, and the annexation revenue from the City of Springfield, the revenue will be placed in misc. revenue. Discussion took place.

Deputy Chief Moore advised about the two committees that have been formed in the district, PR committee and Fitness committee. The health and wellness process will take place in March with Cox Health. Discussion took place.

Closed Session:

Walt moved to go to closed session per RSMo 610.021 (3) and (13). Darrell seconded, and all voted aye. Meeting closed at 6:50pm. Roll call was taken: Board Members present: Darrell Decker, Trevor Crist, Walt Newman were present and Derek Fraley, Kregg Keltner were absent. Also present: Deputy Chief Dennis Reynolds and Deputy Chief Scott Moore.

Walt moved to go back into open session at 8:28pm.

Roll call was taken: President Trevor Crist, Darrell Decker, Walt Newman, were present and Derek Fraley, Kregg Keltner were absent.

Informational purpose only.

Walt moved to adjourn at 8:29 pm.

Submitted by: Samantha Forir, Secretary of the Board

Approved by:

Trevor Crist

Darrell Decker

Derek Fraley

Walt Newman

Kregg Keltner



BATTLEFIELD FIRE PROTECTION DISTRICT

4117 W. SECOND ST., BATTLEFIELD, MO 65619

March Board Report February 12, 2019 thru March 12, 2019

A. Administration (Metheny)

1. Attended the MOFAD Quarterly Board Meeting on 2/14/19.
2. B-Shift Staff Meeting and the "Training with Fire Chief" on 2/18/19.
3. Command Staff Meeting on 3/4.
4. City of Battlefield Board of Aldermen Meeting on 3/5/19.
 - a. City Joined Chamber of Commerce for Economic Develop.
 - b. 2018 Fire Code was Adopted.
 - c. "Better Together" was Discussed.
5. Conducted Final Interviews with 4 Battalion Chief Candidates
6. Conducted Final Interviews with 12 Firefighter Candidates.
7. Attended Greene County 100 Club Banquet.
8. New Records Management System Implemented.

B. Operations (Chief Reynolds)

1. Response times for February averaged 6:55 for emergency calls
2. 264 calls for service in February. Down from 283 from last year.
 - 533 YTD
3. Truck 3 and Rescue 3 are in service at Station #3.

C. Training (Chief Reynolds)

1. Personnel attended several trainings in February. A total of 1,883.98 training hours were recorded from 568 training activities throughout the month.
 - Total of 4,247.67 training hours from 1,368 trainings have been recorded for 2019 YTD.
2. Our officers completed a series of Officer Development Training. It is our hopes that scheduling and staffing allow this to continue each quarter.
3. BFPD hosted Building Construction Class to the region on 2/13/19.
4. EMT refresher has been completed. There were two opportunities to attend this course. Fire/EMS personnel from around the area attended.
5. Chief Officers attended the Missouri Association of Fire Chiefs' Conference in Branson. Great topics this year and several items of legislative importance were discussed.
6. I attended the KCMTOA Conference in Olathe. The Rescue Task Force concept was discussed at length.
7. Chief Moore attended the Missouri Valley Division Fire Chief's FORCE Symposium.
8. Chief Moore and Firefighter Rush will be attending the Community Risk Reduction Conference in Reno, NV.
9. Joint Battalion Chief Assessment Center was held. 14 people tested.
10. Academy start date is set for April 8th.

D. Community Risk Reduction (Chief Moore)

1. This will be a common placeholder for my board reports from here on out. A committee has been established to address the District priorities and how we can foster our engagement with the Community. I am excited at the possibilities and the drive of the individuals that have volunteered for this committee.
2. Firefighter Brian Rush and I will be traveling to Reno, NV at the end of the month for the first annual Community Risk Reduction conference.
3. We have started reaching out to our schools and churches to strengthen the relationships.
4. A Doctoral class from Drury University will be visiting the District over the next month evaluating the educational climate in our District.
5. Personnel have started the Pre-Fire planning for the businesses within the District as normal.

E. Support Services (Chief Moore)

1. I recently updated our processes for reporting and tracking worker's compensation claims.
2. The transition to the new report management system is moving along well. We are beginning the process of transferring our inventory to the new system.
3. The new health and wellness assessments started this month.
4. We ended with 34 applications for Firefighter. We interviewed 27 and have narrowed the list to 12 having a second interview with Chief Metheny. I will have a list of eligible employees for approval at the meeting. This is for the 4 open positions.
5. I will be traveled to Big Cedar Lodge for the Missouri Fire Chief's Conference in February and the Fire Officer and Ranking Chief Executive (FORCE) symposium in March.
6. I attended the annual Firefighter Day at the Capitol in Jefferson City last week.
7. I am continuing my involvement with the Springfield/Greene County 911 Advisory Board, now as the Vice-Chairman.