



# AGENDA

## Battlefield Fire Protection District Battlefield Volunteer Fire Department



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

**Tuesday, February 11, 2025**  
**5:00 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 Regular 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](mailto:info@battlefieldfire.com) prior to 5pm on the Monday prior to meeting.

### **Unfinished Business**

1. Maintenance Building Project

### **New Business**

1. Policy Update
2. 2024 Audit
3. General Overview
4. Update from Tony Reahr

### **Closed Session**

1. Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded (3). Discussion and possible vote concerning: Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Closed Session. Closed Record.

### **Adjournment**

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

Posted: 2/7/2025 5:00 PM certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

\_\_\_\_\_  
Secretary for the Board



# Battlefield Fire Protection District Battlefield Volunteer Fire Department Minutes January 2025 Regular Board Meeting



**Location of Meeting:**

4117 West Second St.  
Battlefield, MO 65619

**Time of Meeting:**

5:00 PM

**Date of Meeting:**

January 14, 2025

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 5:00 pm. A roll call was taken, and a quorum was established. Board Members Present: Chairman Trevor Crist, Vice Chair Danny Perches, Treasurer Mark Pon, Member Jen Albers and Member Scott Lambeth.

Mr. Pon moved to enter Closed Session prior to Financial Business. 2<sup>nd</sup> by Mr. Lambeth. Motion carried.

#### **Approval of Last Month's Minutes:**

1. Approval of Regular Minutes- Mr. Pon moved to approve the December Regular Meeting minutes. 2<sup>nd</sup> by Mr. Lambeth. Motion carried.

#### **Closed Session:**

Discussion and possible vote concerning: Legal Matters RSMo 610.021 (1), Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups (9) Closed Session. Closed Vote. Closed Record.

Motion to go out of open session by Mr. Perches. 2<sup>nd</sup> by Mr. Pon. Motion carried.  
Out of Open Session at 5:06 pm.

Motion to go into Closed Session by Mr. Perches. 2<sup>nd</sup> by Mrs. Albers. Motion carried.  
Into Closed Session 5:08 pm

Roll Call: Danny Perches, Trevor Crist, Mark Pon, Scott Lambeth, Jen Albers, Interim-Fire Chief Reynolds, Division Chief Anderson, Battalion Chief Dukewits and Administrative Assistant Shawn Shupert.

Motion to go out of Closed Session by Mrs. Albers 2<sup>nd</sup> by Mr. Pon. Motion carried.  
Out of Closed Session: 6:11pm

Motion to go into Open Session by Mr. Pon. 2<sup>nd</sup> by Mr. Perches- Motion carried.  
Into Open Session: 6:12 pm

Roll Call: Danny Perches, Trevor Crist, Mark Pon, Scott Lambeth, and Jen Albers. Chairman Crist advised closed session was for informational purposes only. No votes or decisions were made in the closed session.

**Financial Business:**

1. The Board addressed bills to be paid and signed checks.
2. Mr. Pon discussed the December financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,553.89. Battlefield Fire Protection District's ICS account holds \$3,696,454.67 and Money Market holds \$65,590.46.
3. Mr. Pon motioned to approve the financials. 2<sup>nd</sup> by Mr. Perches. Motion carried.

**Public Comments: None**

**Unfinished Business:**

1. Maintenance Building Project: Interim-Fire Chief Reynolds gave an update to the project. No vote was taken.
2. Labor/Management Agreement: Mr. Perches moved to accept the agreement as presented. 2<sup>nd</sup> by Mrs. Albers. Motion carried.

**New Business:**

1. Policy Updates: Interim- Fire Chief Reynolds reviewed each policy during the meeting. Mr. Perches moved to accept the following policies as presented to be entered into Lexipol. 2<sup>nd</sup> by Mr. Lambeth. Motion carried.
  - #1020 Nepotism and Conflicting Relationships
  - #1061 Transfers and Vacancies
2. 2026 Pumper Purchase: Chairman Trevor Crist signed contract to move forward with purchase.
3. General Overview: Staff provided a review of their monthly reports.

**Adjournment:**

Mr. Perches moved to adjourn at 7:22 pm.

Approved by:

\_\_\_\_\_  
Trevor Crist

\_\_\_\_\_  
Danny Perches

\_\_\_\_\_  
Mark Pon

\_\_\_\_\_  
Scott Lambeth

\_\_\_\_\_  
Jen Albers

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of January 31, 2025

2:45 PM  
02/04/2025  
Cash Basis  
Jan 31, 25

**ASSETS**

Current Assets

Checking/Savings

1000 · OakStar - ICS	8,436,364.15
1005 · OakStar - Money Market	65,816.07
1025 · Oakstar - Operating	99,043.09
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-2,783,982.00

Total Checking/Savings 5,817,372.97

Total Current Assets 5,817,372.97

Fixed Assets

1505 · Office Equipment	1,477.71
1508 · Vehicles	47,868.00

Total Fixed Assets 49,345.71

**TOTAL ASSETS** **5,866,718.68**

**LIABILITIES & Revenue**

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-1,000,000.00
3120 · Restricted Fund-Emergency Equip	-839,576.00
3140 · Restricted Fund - Bldg Reserve	-944,406.00
3200 · Fund Balances	2,487,239.86

Total 3200 · Unrestricted Fund Balances -296,742.14

32000 · Retained Earnings 1,101,290.58

Net Revenue 5,062,170.24

Total Revenue 5,866,718.68

**TOTAL LIABILITIES & Revenue** **5,866,718.68**

**Battlefield Fire Protection District**  
**Statement of Activities**  
 January 2025

2:45 PM  
 02/04/2025  
 Cash Basis

	<u>Jan 25</u>	<u>Jan 25</u>
<b>Revenue</b>		
<b>4000 · Revenue</b>		
4005 · Tax Revenue	5,420,532.33	5,420,532.33
4010 · Tax Interest Revenue	2,288.07	2,288.07
4050 · Miscellaneous Revenue	1,800.83	1,800.83
4060 · Interest Revenue	19,406.95	19,406.95
<b>Total 4000 · Revenue</b>	<u>5,444,028.18</u>	<u>5,444,028.18</u>
<b>Total Revenue</b>	<u>5,444,028.18</u>	<u>5,444,028.18</u>
<b>Gross Profit</b>	5,444,028.18	5,444,028.18
<b>Expense</b>		
<b>5000 · Capital Expense</b>		
5020 · Building Lease	7,881.25	7,881.25
5030 · Information Technology	8,837.40	8,837.40
5040 · Firefighting/EMS	1,744.79	1,744.79
5055 · Vehicles	759.15	759.15
<b>Total 5000 · Capital Expense</b>	<u>19,222.59</u>	<u>19,222.59</u>
<b>6000 · Communications</b>		
6003 · MDT/Cell Phones	754.16	754.16
6020 · Managed IT Service	1,560.44	1,560.44
<b>Total 6000 · Communications</b>	<u>2,314.60</u>	<u>2,314.60</u>
<b>6100 · Insurance</b>		
6110 · Workman's Compensation	26,371.10	26,371.10
6120 · Medical, Dental, Vision	27,537.23	27,537.23
6122 · MOCIP	5,445.00	5,445.00
6125 · FFAM Dues	5,160.00	5,160.00
<b>Total 6100 · Insurance</b>	<u>64,513.33</u>	<u>64,513.33</u>
<b>6200 · Maintenance &amp; Repairs</b>		
6205 · Gas/Diesel	2,600.10	2,600.10
6210 · Apparatus Repair	334.48	334.48
6215 · Stations & Buildings	4,711.66	4,711.66
6225 · Equipment Maintenance	1,052.33	1,052.33
6235 · Headquarters Maintenance	970.00	970.00
<b>Total 6200 · Maintenance &amp; Repairs</b>	<u>9,668.57</u>	<u>9,668.57</u>
<b>6300 · Office/Stations</b>		
6305 · Software Expense	-139.44	-139.44
6315 · Accounting Fees	1,270.60	1,270.60
6325 · Postage/Shipping	69.94	69.94
6330 · Subscriptions/Memberships	200.00	200.00
<b>Total 6300 · Office/Stations</b>	<u>1,401.10</u>	<u>1,401.10</u>
<b>6400 · Training</b>		
6410 · Training Classes	-570.00	-140.00

	<u>Jan 25</u>	<u>Jan 25</u>
6415 · Equipment	389.71	389.71
Total 6400 · Training	-180.29	249.71
6500 · Legal		
6525 · Cafeteria Pass Thru	137.50	137.50
6530 · Elections	77.40	77.40
6535 · Attorney Fees	456.00	456.00
Total 6500 · Legal	670.90	670.90
6600 · Salaries		
6605 · District Personnel	218,305.24	218,305.24
6610 · Board of Directors		
6612 · Chaplain Expense	97.28	97.28
6610 · Board of Directors - Other	433.33	433.33
Total 6610 · Board of Directors	530.61	530.61
6620 · Employer Payroll Taxes	3,111.17	3,111.17
6625 · Lagers	46,587.47	46,587.47
6635 · Uniforms	118.00	118.00
6640 · 457 Pass Thru	0.00	0.00
6665 · Special Overtime	2,745.38	2,745.38
6668 · Union Dues Passthrough	0.00	0.00
6675 · Background Check	2,167.31	2,167.31
Total 6600 · Salaries	273,565.18	273,565.18
6700 · Medical		
6710 · Employee Physicals/POET	42.20	42.20
Total 6700 · Medical	42.20	42.20
6750 · Utilities		
6755 · Water	107.74	107.74
6760 · Sanitation	262.12	262.12
6765 · Sewer	171.41	171.41
6770 · Electric/Gas	3,575.48	3,575.48
6775 · Internet/Phones/Cable	2,662.55	2,662.55
Total 6750 · Utilities	6,779.30	6,779.30
6800 · Supplies		
6815 · Logo Imprinted Supplies	10.00	10.00
6820 · Fire & EMS Expendables	1,119.49	1,119.49
6830 · Disposable Batteries	212.61	212.61
6835 · Janitorial/Building Supplies	404.32	404.32
Total 6800 · Supplies	1,746.42	1,746.42
6850 · Property Improvements		
6860 · Stations/Buildings	2,114.04	2,114.04
Total 6850 · Property Improvements	2,114.04	2,114.04
Total Expense	381,857.94	382,287.94
Net Revenue	<u>5,062,170.24</u>	<u>5,061,740.24</u>

**Battlefield Fire Protection District**  
**Statement of Cash Flows**  
**January 2025**

2:46 PM

Cash Basis

	<b>Jan 25</b>	<b>Dec 24</b>	<b>% Change</b>
<b>Revenue</b>			
<b>4000 · Revenue</b>			
4005 · Tax Revenue	5,420,532.33	385,416.08	1,306.41%
4010 · Tax Interest Revenue	2,288.07	2,051.48	11.53%
4050 · Miscellaneous Revenue	1,800.83	882.47	104.07%
4060 · Interest Revenue	19,406.95	13,762.57	41.01%
<b>Total 4000 · Revenue</b>	<b>5,444,028.18</b>	<b>402,112.60</b>	<b>1,253.86%</b>
<b>Total Revenue</b>	<b>5,444,028.18</b>	<b>402,112.60</b>	<b>1,253.86%</b>
<b>Gross Profit</b>	<b>5,444,028.18</b>	<b>402,112.60</b>	<b>1,253.86%</b>
<b>Expense</b>			
<b>5000 · Capital Expense</b>			
5015 · Uniforms/PPE/Bunker Gear	0.00	44,985.63	-100.0%
5020 · Building Lease	7,881.25	0.00	100.0%
5030 · Information Technology	8,837.40	0.00	100.0%
5040 · Firefighting/EMS	1,744.79	29,752.17	-94.14%
5055 · Vehicles	759.15	5,205.00	-85.42%
<b>Total 5000 · Capital Expense</b>	<b>19,222.59</b>	<b>79,942.80</b>	<b>-75.96%</b>
<b>6000 · Communications</b>			
6003 · MDT/Cell Phones	754.16	922.28	-18.23%
6020 · Managed IT Service	1,560.44	4,061.00	-61.58%
<b>Total 6000 · Communications</b>	<b>2,314.60</b>	<b>4,983.28</b>	<b>-53.55%</b>
<b>6100 · Insurance</b>			
6110 · Workman's Compensation	26,371.10	40.00	65,827.75%
6120 · Medical, Dental, Vision	27,537.23	26,537.35	3.77%
6122 · MOCIP	5,445.00	0.00	100.0%
6125 · FFAM Dues	5,160.00	0.00	100.0%
<b>Total 6100 · Insurance</b>	<b>64,513.33</b>	<b>26,577.35</b>	<b>142.74%</b>
<b>6200 · Maintenance &amp; Repairs</b>			
6205 · Gas/Diesel	2,600.10	2,734.59	-4.92%
6210 · Apparatus Repair	334.48	5,101.01	-93.44%
6215 · Stations & Buildings	4,711.66	15.31	30,675.05%
6225 · Equipment Maintenance	1,052.33	4.17	25,135.73%
6235 · Headquarters Maintenance	970.00	1,355.00	-28.41%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>9,668.57</b>	<b>9,210.08</b>	<b>4.98%</b>
<b>6300 · Office/Stations</b>			
6305 · Software Expense	-139.44	0.00	-100.0%
6315 · Accounting Fees	1,270.60	745.00	70.55%
6325 · Postage/Shipping	69.94	0.00	100.0%
6330 · Subscriptions/Memberships	200.00	1,559.45	-87.18%
6335 · Advertising/Printing/Postings	0.00	466.35	-100.0%
<b>Total 6300 · Office/Stations</b>	<b>1,401.10</b>	<b>2,770.80</b>	<b>-49.43%</b>

	<b>Jan 25</b>	<b>Dec 24</b>	<b>% Change</b>
<b>6400 · Training</b>			
6410 · Training Classes	-570.00	1,018.00	-155.99%
6415 · Equipment	389.71	0.00	100.0%
<b>Total 6400 · Training</b>	<b>-180.29</b>	<b>1,018.00</b>	<b>-117.71%</b>
<b>6500 · Legal</b>			
6525 · Cafeteria Pass Thru	137.50	557.32	-75.33%
6530 · Elections	77.40	0.00	100.0%
6535 · Attorney Fees	456.00	1,083.00	-57.9%
<b>Total 6500 · Legal</b>	<b>670.90</b>	<b>1,640.32</b>	<b>-59.1%</b>
<b>6600 · Salaries</b>			
6605 · District Personnel	218,305.24	223,123.05	-2.16%
6610 · Board of Directors			
6612 · Chaplain Expense	97.28	1,338.46	-92.73%
6610 · Board of Directors - Other	433.33	633.33	-31.58%
<b>Total 6610 · Board of Directors</b>	<b>530.61</b>	<b>1,971.79</b>	<b>-73.09%</b>
6620 · Employer Payroll Taxes	3,111.17	3,149.55	-1.22%
6625 · Lagers	46,587.47	67,038.67	-30.51%
6635 · Uniforms	118.00	637.94	-81.5%
6640 · 457 Pass Thru	0.00	5,847.27	-100.0%
6650 · Miscellaneous Board Expense	0.00	450.65	-100.0%
6655 · Expense Account	0.00	122.99	-100.0%
6665 · Special Overtime	2,745.38	891.40	207.99%
6668 · Union Dues Passthrough	0.00	1,082.55	-100.0%
6675 · Background Check	2,167.31	0.00	100.0%
<b>Total 6600 · Salaries</b>	<b>273,565.18</b>	<b>304,315.86</b>	<b>-10.11%</b>
<b>6700 · Medical</b>			
6710 · Employee Physicals/POET	42.20	5,747.00	-99.27%
<b>Total 6700 · Medical</b>	<b>42.20</b>	<b>5,747.00</b>	<b>-99.27%</b>
<b>6750 · Utilities</b>			
6755 · Water	107.74	104.14	3.46%
6760 · Sanitation	262.12	263.32	-0.46%
6765 · Sewer	171.41	160.23	6.98%
6770 · Electric/Gas	3,575.48	4,853.67	-26.34%
6775 · Internet/Phones/Cable	2,662.55	2,068.64	28.71%
<b>Total 6750 · Utilities</b>	<b>6,779.30</b>	<b>7,450.00</b>	<b>-9.0%</b>
<b>6800 · Supplies</b>			
6810 · Public Relations/Outreach	0.00	334.82	-100.0%
6815 · Logo Imprinted Supplies	10.00	0.00	100.0%
6820 · Fire & EMS Expendables	1,119.49	0.00	100.0%
6830 · Disposable Batteries	212.61	256.83	-17.22%
6835 · Janitorial/Building Supplies	404.32	99.88	304.81%
<b>Total 6800 · Supplies</b>	<b>1,746.42</b>	<b>691.53</b>	<b>152.54%</b>
<b>6850 · Property Improvements</b>			
6860 · Stations/Buildings	2,114.04	225,773.87	-99.06%

	<b>Jan 25</b>	<b>Dec 24</b>	<b>% Change</b>
Total 6850 · Property Improvements	2,114.04	225,773.87	-99.06%
Total Expense	381,857.94	670,120.89	-43.02%
Net Revenue	<b>5,062,170.24</b>	<b>-268,008.29</b>	<b>1,988.81%</b>

## Battlefield Fire Protection District Profit & Loss Budget Performance

		Jan 2025				Revenue Still	Revenue	
		Annual Budget	Jan 25	% Received	Jan YTD	% Received YTD	Expected	Over Expected
<b>Revenue</b>								
<b>4000 · Revenue</b>								
4005 · Tax Revenue		6,389,953.00	5,420,532.33	84.83%	5,420,532.33	84.83%	969,420.67	0.00
4010 · Tax Revenue Interest		0.00	2,288.07	0.00%	2,288.07	0.00%	0.00	2,288.07
4050 · Miscellaneous Revenue		0.00	1,800.83	0.00%	1,800.83	0.00%	0.00	1,800.83
4060 · Interest Revenue		0.00	19,406.95	0.00%	19,406.95	0.00%	0.00	19,406.95
<b>Total 4000 · Revenue</b>		<b>6,389,953.00</b>	<b>5,444,028.18</b>	<b>85.20%</b>	<b>5,444,028.18</b>	<b>85.20%</b>	<b>969,420.67</b>	<b>23,495.85</b>
<b>Expense</b>								
<b>5000 · Capital Expense</b>								
		Annual Budget	Jan 25	%Budget Used in Jan	Jan YTD	%Budget Used YTD	Balance Available	
5015 · Uniforms/PPE/Bunker Gear		65,000.00	0.00	0.00%	0.00	0.00%	65,000.00	
5020 · Building Lease		111,450.00	7,881.25	7.07%	7,881.25	7.07%	103,568.75	
5030 · Information Technology		25,000.00	8,837.40	35.35%	8,837.40	35.35%	16,162.60	
5035 · Communications		40,000.00	0.00	0.00%	0.00	0.00%	40,000.00	
5040 · Firefighting/EMS		550,000.00	1,744.79	0.32%	1,744.79	0.32%	548,255.21	
5052 · Fitness Equipment		5,700.00	0.00	0.00%	0.00	0.00%	5,700.00	
5055 · Vehicles		70,000.00	759.15	0.00%	759.15	0.00%	69,240.85	
<b>Total 5000 · Capital Expense</b>		<b>867,150.00</b>	<b>19,222.59</b>	<b>2.22%</b>	<b>19,222.59</b>	<b>2.22%</b>	<b>847,927.41</b>	
<b>6000 · Communications</b>								
6003 · MDT/Cell Phones		15,000.00	754.16	5.03%	754.16	5.03%	14,245.84	
6020 · Managed IT Service		16,260.00	1,560.44	9.60%	1,560.44	9.60%	14,699.56	
<b>Total 6000 · Communications</b>		<b>31,260.00</b>	<b>2,314.60</b>	<b>7.40%</b>	<b>2,314.60</b>	<b>7.40%</b>	<b>28,945.40</b>	
<b>6100 · Insurance</b>								
		Annual Budget	Jan 25	%Budget Used in Jan	Jan YTD	%Budget Used YTD	Balance Available	
6110 · Workman's Compensation		137,203.02	26,371.10	19.22%	26,371.10	19.22%	110,831.92	
6115 · Commercial & Property		115,821.00	0.00	0.00%	0.00	0.00%	115,821.00	
6120 · Medical, Dental, Vision		300,079.00	27,537.23	9.18%	27,537.23	9.18%	272,541.77	
6122 · MOCIP		7,755.00	5,445.00		5,445.00			
6125 · FFAM Dues		6,000.00	5,160.00	86.00%	5,160.00	86.00%	840.00	
<b>Total 6100 · Insurance</b>		<b>566,858.02</b>	<b>64,513.33</b>	<b>11.38%</b>	<b>64,513.33</b>	<b>11.38%</b>	<b>502,344.69</b>	

## Battlefield Fire Protection District Profit & Loss Budget Performance

Jan 2025						
Annual Budget	Jan 25	% Received	Jan YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6200 · Maintenance &amp; Repairs</b>						
6205 · Gas/Diesel	52,000.00	2,600.10	5.00%	2,600.10	5.00%	49,399.90
6210 · Apparatus Repair	50,000.00	334.48	0.67%	334.48	0.67%	49,665.52
6215 · Stations & Buildings	55,000.00	4,711.66	8.57%	4,711.66	8.57%	50,288.34
6220 · Lawn Maintenance	10,500.00	0.00	0.00%	0.00	0.00%	10,500.00
6225 · Equipment Maintenance	7,000.00	1,052.33	15.03%	1,052.33	15.03%	5,947.67
6235 · Headquarters Maintenance	15,000.00	970.00	6.47%	970.00	6.47%	14,030.00
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00
6255 · Maintenance Shop Equipment	1,750.00	0.00	0.00%	0.00	0.00%	1,750.00
6280 · SCBA Flow Testing	5,000.00	0.00	0.00%	0.00	0.00%	5,000.00
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>198,250.00</b>	<b>9,668.57</b>	<b>4.88%</b>	<b>9,668.57</b>	<b>4.88%</b>	<b>188,581.43</b>
<b>6300 · Office/Stations</b>						
6305 · Software Expense	36,040.00	-139.44	-0.39%	-139.44	-0.39%	36,179.44
6315 · Accounting Fees	9,400.00	1,270.60	13.52%	1,270.60	13.52%	8,129.40
6325 · Postage/Shipping	700.00	69.94	9.99%	69.94	9.99%	630.06
6330 · Subscriptions/Memberships	17,500.00	200.00	1.14%	200.00	1.14%	17,300.00
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00
<b>Total 6300 · Office/Stations</b>	<b>64,640.00</b>	<b>1,401.10</b>	<b>2.17%</b>	<b>1,401.10</b>	<b>2.17%</b>	<b>63,238.90</b>
<b>6400 · Training</b>						
Annual Budget	Jan 25	%Budget Used in Jan	Jan YTD	%Budget Used YTD	Balance Available	
6410 · Training Classes	51,200.00	-570.00	-1.11%	-570.00	-1.11%	51,770.00
6415 · Equipment	100,000.00	389.71	0.39%	389.71	0.39%	99,610.29
<b>Total 6400 · Training</b>	<b>151,200.00</b>	<b>-180.29</b>	<b>-0.12%</b>	<b>-180.29</b>	<b>-0.12%</b>	<b>151,380.29</b>

## Battlefield Fire Protection District Profit & Loss Budget Performance

	Jan 2025					Revenue Still Expected	Revenue Over Expected
	Annual Budget	Jan 25	% Received	Jan YTD	% Received YTD		
<b>6500 · Legal</b>							
6510 · Audit Fees	6,700.00	0.00	0.00%	0.00	0.00%	6,700.00	
6525 · Cafeteria Pass Thru	1,500.00	137.50	9.17%	137.50	9.17%	1,362.50	
6530 · Elections		77.40		77.40			
6535 · Attorney Fees	5,000.00	456.00	9.12%	456.00	9.12%	4,544.00	
<b>Total 6500 · Legal</b>	<b>13,200.00</b>	<b>670.90</b>	<b>5.08%</b>	<b>670.90</b>	<b>5.08%</b>	<b>12,529.10</b>	
<b>6600 · Salaries</b>							
6605 · District Personnel	2,770,616.00	218,305.24	7.88%	218,305.24	7.88%	2,552,310.76	
<b>6610 · Board of Directors</b>							
6612 · Chaplain Expense	2,000.00	97.28	4.86%	97.28	4.86%	1,902.72	
6610 · Board of Directors - Other	9,400.00	433.33	4.61%	433.33	4.61%	8,966.67	
<b>Total 6610 · Board of Directors</b>	<b>11,400.00</b>	<b>530.61</b>	<b>4.65%</b>	<b>530.61</b>	<b>4.65%</b>	<b>10,869.39</b>	
6620 · Employer Payroll Taxes	49,203.00	3,111.17	6.32%	3,111.17	6.32%	46,091.83	
6625 · Lagers	626,086.00	46,587.47	7.44%	46,587.47	7.44%	579,498.53	
6635 · Uniforms	10,000.00	118.00	1.18%	118.00	1.18%	9,882.00	
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00	0.00%	500.00	
6655 · Expense Account	3,000.00	0.00	0.00%	0.00	0.00%	3,000.00	
6665 · Special Overtime	50,000.00	2,745.38	5.49%	2,745.38	5.49%	47,254.62	
6675 · Background Check	3,250.00	2,167.31	66.69%	2,167.31	66.69%	1,082.69	
<b>Total 6600 · Salaries</b>	<b>3,524,055.00</b>	<b>273,565.18</b>	<b>7.76%</b>	<b>273,565.18</b>	<b>7.76%</b>	<b>3,250,489.82</b>	
<b>%Budget</b>							
<b>6700 · Medical</b>	<b>Annual Budget</b>	<b>Jan 25</b>	<b>Used in Jan</b>	<b>Jan YTD</b>	<b>%Budget Used YTD</b>	<b>Balance Available</b>	
6710 · Employee Physicals/POET	38,000.00	42.20	0.11%	42.20	0.11%	37,957.80	
<b>Total 6700 · Medical</b>	<b>38,000.00</b>	<b>42.20</b>	<b>0.11%</b>	<b>42.20</b>	<b>0.11%</b>	<b>37,957.80</b>	

## Battlefield Fire Protection District Profit & Loss Budget Performance

	Jan 2025					Revenue Still Expected	Revenue Over Expected
	Annual Budget	Jan 25	% Received	Jan YTD	% Received YTD		
<b>6750 · Utilities</b>							
6755 · Water	2,000.00	107.74	5.39%	107.74	5.39%	1,892.26	
6760 · Sanitation	3,250.00	262.12	8.07%	262.12	8.07%	2,987.88	
6765 · Sewer	3,000.00	171.41	5.71%	171.41	5.71%	2,828.59	
6770 · Electric/Gas	35,000.00	3,575.48	10.22%	3,575.48	10.22%	31,424.52	
6775 · Internet/Phones/Cable	14,300.00	2,662.55	18.62%	2,662.55	18.62%	11,637.45	
<b>Total 6750 · Utilities</b>	<b>57,550.00</b>	<b>6,779.30</b>	<b>11.78%</b>	<b>6,779.30</b>	<b>11.78%</b>	<b>50,770.70</b>	
<b>6800 · Supplies</b>							
6810 · Public Relations/Outreach	53,616.00	0.00	0.00%	0.00	0.00%	53,616.00	
6815 · Logo Imprinted Supplies	3,000.00	10.00	0.33%	10.00	0.33%	2,990.00	
6820 · Fire & EMS Expendables	5,000.00	1,119.49	22.39%	1,119.49	22.39%	3,880.51	
6830 · Disposable Batteries	3,000.00	212.61	7.09%	212.61	7.09%	2,787.39	
6835 · Janitorial/Building Supplies	9,500.00	404.32	4.26%	404.32	4.26%	9,095.68	
<b>Total 6800 · Supplies</b>	<b>74,116.00</b>	<b>1,746.42</b>	<b>2.36%</b>	<b>1,746.42</b>	<b>2.36%</b>	<b>72,369.58</b>	
<b>6850 · Property Improvements</b>							
6860 · Stations/Buildings	800,000.00	2,114.04	0.26%	2,114.04	0.26%	797,885.96	
<b>Total 6850 · Property Improvements</b>	<b>800,000.00</b>	<b>2,114.04</b>	<b>0.26%</b>	<b>2,114.04</b>	<b>0.26%</b>	<b>797,885.96</b>	
<b>Total Expense</b>	<b>6,386,279.02</b>	<b>381,857.94</b>	<b>5.98%</b>	<b>381,857.94</b>	<b>5.98%</b>	<b>5,942,182.18</b>	
<b>Net Revenue</b>	<b>3,673.98</b>	<b>5,062,170.24</b>	<b>137784.37%</b>	<b>5,062,170.24</b>	<b>137784.37%</b>	<b>-4,972,761.51</b>	

Total Budget Amount

5,942,182.18

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
381,857.94	381,857.94

Restricted Funds

    Operating Reserve

1,000,000.00

    Emergency Equipment Reserve

839,576.00

    Building Reserve

944,406.00

**Total Contingency Fund**

**2,783,982.00**

# Holidays

## 1053.1 POLICY

### Agency Content

The following is the list of Holidays recognized for all sworn uniformed exempt and non-exempt shift employees of the District:

- New Year's Day - January 1
- Memorial Day - Last Monday in May
- Juneteenth - June 19
- Independence Day - July 4
- Labor Day - 1st Monday in September
- Veteran's Day - November 11
- Thanksgiving Day - 4th Thursday in November
- Christmas Day - December 25

Shift employees will be paid additional time and one half (2.5) for working the holiday in lieu of paid time off plus a day's pay for the holiday. Shift employees will receive holiday pay for hours worked on the holiday.

The following is the list of State Holidays recognized for all sworn uniformed exempt administrative and non-sworn non-exempt employees of the District:

- New Year's Day - January 1
- Martin Luther King, Jr's Birthday - Third Monday in January
- Lincoln's Birthday - February 12
- Washington's Birthday/Presidents' Day - Third Monday in February
- Trumans Day - May 8
- Memorial Day - Last Monday in May
- Juneteenth - June 19
- Independence Day - July 4
- Labor Day - 1st Monday in September
- Columbus Day - Second Monday in October
- Veteran's Day - November 11
- Thanksgiving - 4th Thursday and Friday of November
- Christmas - December 24 and 25

The full-time administrative personnel shall be given the recognized holidays off with pay. The maintenance staff may be requested to work on a holiday at which time they would be

# Battlefield Fire Protection District

## Policy Manual

### *Holidays*

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compensated at time plus time and one-half rate. For holidays, which fall upon Saturday or Sunday, the Fire Chief shall reschedule the administrative personnel off with pay on the Friday before or the Monday after the holiday.

These policy items do not apply to reserve or part-time personnel, as these positions do not fall into the holiday or overtime pay classifications.

#### **1053.2 BOARD APPROVAL**

**Agency Content**

This policy was approved by the Battlefield Fire Protection District Board of Directors on 02/13/2024.

# Vacation Leave

## 1054.1 PURPOSE AND SCOPE

### Agency Content

Defines vacation leave policy.

## 1054.2 POLICY

### Agency Content

- (a) All full-time employees of the District shall earn vacation leave on a monthly basis for each calendar month worked.
- (b) Vacation time is intended to benefit the employee and serve as a time of mental and physical refreshment. All employees are encouraged to use their vacation time. Each employee's vacation time is determined by their assigned position based on the length of continuous service.
- (c) Employees earn vacation time but may not take earned time until completion of 6 months their probationary period. Vacation requests should be made at the earliest convenience. Any new rate of accrual shall begin January 1 of the following year.
- (d) The full-time shift personnel must make their request in writing to the Battalion Chief for approval. The Battalion Chief and other 40-hour personnel shall submit their request for vacation to the Fire Chief or designee for approval.

### 1054.2.1 ACCRUAL

#### Agency Content

- (a) If an employee has accrued the maximum vacation leave, they will not accrue any further hours.
- (b) All full-time District employees shall be compensated based on the scale below;
  - 1. **Length of Service = Shift Hours per Month / 40-Hour WW Hours per Month**
    - (a) **Probation to 730 days, and to the following Jan 1st = 16 / 6.67**
    - (b) **On Jan 1st following the completion of 2 years = 18 /**
    - (c) **On Jan 1st following the completion of 5 years = 20 / 8**
    - (d) **On Jan 1st following the completion of 8 years = 22 / 10**
    - (e) **On Jan 1st following the completion of 10 years = 24 / 13.34**
- (c) Full-time shift employees may have up to 96 hours of vacation time on the books, which will not be a portion of the current year's bidding process.
- (d) Full-time 40-hour employees may have up to 80 hours of vacation time on the books.
- (e) At the end of the year, all hours above the cap shall be rolled into the employee's accumulated sick leave hours.
- (f) Upon separation, either voluntary or involuntary, an employee shall receive compensation for accumulated vacation time, at their current hourly wage.

# Battlefield Fire Protection District

## Policy Manual

### *Vacation Leave*

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#### 1054.2.2 BIDDING PROCESS

##### Agency Content

- (a) In an effort to maintain a system of fairness, prevent staffing shortages, and allow personnel time off a "bidding process" is identified below.
1. All vacation requests shall be submitted by March 1st through a bidding process. The process shall be performed on a seniority basis by station for each shift and shall continue until all vacation time is scheduled for each employee. This means with minimum staffing considered, only one person per station can be off on any given day. The exception would be if only one person has requested that day off, then a second employee, or third, could be allowed off and personnel would be adjusted accordingly.
  2. Each employee is allowed to pick five (5) consecutive dates within their first-round selection. Any request beyond this would require prior approval of the Fire Chief or designee.
  3. Employees may take vacation days prior to March 1st on a first come first serve basis considering minimum staffing. Any dates taken prior to March 1st shall not count towards the employee's 1st round selections.
  4. All vacation requests made outside the bidding process after the cutoff date of March 1st shall be subject to the schedule. This means vacation days will not take precedence over any other scheduled item.
  5. Employees may select not to participate in the bidding process. However, all requests will be subject to minimum staffing requirements and selections of the employees who participated in the bidding process.
  6. If an employee changes shifts or stations the Company Officer and the Battalion Chief shall make every effort to accommodate previously scheduled items. If an agreement cannot be reached the employee with the least seniority will be required to secure an alternative means for coverage.

#### 1054.3 BOARD APPROVAL

##### Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on 03/21/2023.

# Wage Incentives

## 1058.1 POLICY

**Agency Content**

Incentives shall be considered an annual sum added to the base pay of all full-time employees, given for additional education or skills not necessarily required for the position held by the employee. These incentives will be considered part of an employee's hourly wage. The incentives will be awarded after the employee has completed a full twelve (12) months of service and once earned for existing employees. Should a skill or educational requirement be necessary for a position based in the job description then the incentive would be removed. The educational incentives are not accumulative; once a higher level of education is obtained the lesser amount will not be collected along with the new higher incentive. The certification incentives shall be accumulative and added together when each certification level is achieved. Employees must maintain the credentials they receive incentive for which are audited annually.

### 1058.1.1 EDUCATIONAL INCENTIVE SCALE

**Agency Content**

- Associates Degree: \$1,500
- Bachelor's Degree: \$2,000
- Master's Degree: \$2,500

### 1058.1.2 CERTIFICATION INCENTIVE SCALE

**Agency Content**

- Officer I \$250
- Officer II \$250
- Officer III \$250
- Officer IV \$250
- Instructor I \$250
- Instructor II \$250
- Instructor III \$250
- Inspector \$250
- Investigator \$250
- Paramedic License \$1,000
- 1403 Live Fire Instructor \$250
- 1403 Live Fire Inst. in charge \$250
- Swift Water Technician \$250

# Battlefield Fire Protection District

## Policy Manual

### *Wage Incentives*

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- Boat Operations \$250
- Swift Water Instructor \$250

#### 1058.1.3 OUT OF GRADE

##### **Agency Content**

As employees reach the requirements listed within Policy 1057 "Working Out of Grade", the annual increase will be added to the employee's base salary.

- Driver/Operator: \$300
- Company Officer: \$500
- Battalion Chief: \$750

#### 1058.2 BOARD APPROVAL

##### **Agency Content**

This policy was approved by the Battlefield Fire Protection District Board of Directors on 02/13/2024.

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## Employee Benefits

### 1059.1 POLICY

**Agency Content**

The District tries to maintain a comprehensive insurance program for its full time employees comprised of health, dental, and life insurance. To be eligible for any health care insurance there is a sixty (60) day waiting period for eligible employees. The employee shall establish coverage through the District office representative.

### 1059.2 HEALTH INSURANCE

**Agency Content**

It is the District's policy to provide the employee's portion of the health care insurance. If family coverage is desired, the employee must establish this coverage at his or her own expense.

### 1059.3 DENTAL

**Agency Content**

Included in health care benefits is dental coverage. The District provides the employee's portion of the dental insurance. If family coverage is desired, the employee must establish this coverage at his or her own expense.

### 1059.4 LIFE INSURANCE

**Agency Content**

The District provides Life Insurance, for the employee in the amount of twenty thousand (20,000) dollar coverage. Should the employee wish to obtain more coverage or family coverage they must contact the insurance carrier and establish the additional coverage at their own expense.

### 1059.5 SHORT TERM DISABILITY

**Agency Content**

In lieu of a short term disability plan, the District allows for employees under hardship to solicit for time to be donated.

### 1059.6 BOARD APPROVAL

**Agency Content**

This policy was approved by the Battlefield Fire Protection District Board of Directors on 02/13/2024

# Merit Pay

## 1062.1 PURPOSE AND SCOPE

**Agency Content**

The purpose of this policy is to establish requirements for merit pay for the members of the Battlefield Fire Protection District.

### 1062.1.1 DEFINITIONS

**Agency Content**

**Above Average** - On a regular basis, performance is characterized by high quality and quantity of work that exceeds most position requirements, key objectives, and management expectations. Employee demonstrates outstanding skills and abilities, and assignments are accomplished in a highly effective manner with limited guidance and direction.

**Comments** - This section is found on all of the Evaluation Forms. It is used to make additional comments regarding the performance or rating of the employee.

**Exceeds Expectations** - Performance consistently exceeds position requirements and management expectations. Resourcefulness and depth of knowledge are of the highest quality. Assignments are accomplished in an exceptional manner with minimal direction and are characterized by outstanding achievements seldom accomplished within the agency/institution.

**Eligibility Date** - Date the employee is eligible for the Merit Increase. The date will be January 1. Employees must have 12 continuous months of service to be eligible.

**Meets Expectations** - Performance meets all or most and may occasionally exceed work objectives and management expectations. Employee demonstrates good knowledge of job duties, and assignments are accomplished effectively with normal supervisory guidance.

**Merit Pay Increase System** - A merit-based pay system which incorporates pay and performance evaluation standards and establishes criteria for salary adjustments or lump sum payments for employees who meet requisite performance categories.

**Needs Improvement** - Performance does not consistently meet management expectations. Requires more than normal guidance and direction. Improvement and/or development are necessary if the rater elects to continue the incumbent's employment.

**Performance Evaluation System**- A system for comparing performance with pre-established standards of satisfactory performance. The District's performance evaluation system is located in Policy 302 and Procedure 209.

**Rater** - A person designated to supervise employees and is responsible for developing, monitoring, and evaluating performance standards and results for employees who report to them directly (subordinates). *Please Note: A rater must complete all subordinate reviews prior to being eligible for a merit pay increase based on their own performance.*

# Battlefield Fire Protection District

## Policy Manual

### Merit Pay

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**Standards** - The performance standards describe in detail what is considered the satisfactory level of performance. This allows the rater to identify when an employee exceeds the standard or performs below the acceptable level of performance. The standard should be measurable, observable, realistic in terms of the job, within the employee's control, and expressed in terms of expected results.

**Task** - The smallest essential part of a job. A unit of work activity that is a logical and necessary action in the performance of a job.

#### 1062.2 POLICY

##### Agency Content

It is the policy of the Battlefield Fire Protection District to recognize the value of personnel commitment and positive influence that benefits the district due to performance of employees. The District will evaluate each employee based upon performance annually and rate them according to the District's evaluation system. The awarded performance evaluation rating will determine the merit pay for each employee based upon a percentage of the employee's annual salary. The merit increase will be calculated using the base rate and added to the employee's annual salary in the next budget year after the performance evaluation. Starting FY2024, the District has set a ceiling on earned merit not to exceed \$10,000 per employee. ~~The merit increase will be added to the employee's annual salary in the next budget year after the performance evaluation.~~

##### 1062.2.1 THE PERFORMANCE EVALUATION SYSTEM

##### Agency Content

The performance evaluation system will utilize ~~the following four (4) rating~~ categories to determine overall scores of employee performance and award increases:

~~Exceeds Expectations -- Performance consistently exceeds position requirements and management expectations. Resourcefulness and depth of knowledge are the highest quality. Assignments are accomplished in an exceptional manner with minimal direction and are characterized by outstanding achievements seldom accomplished within the agency/institution.~~

~~Above Average -- On a regular basis, performance is characterized by high quality and quantity of work that exceeds most position requirements, key objectives, and management expectations. Employee demonstrates outstanding skills and abilities, and assignments are accomplished in a highly effective manner with limited guidance and direction.~~

~~Meets Expectations -- Performance meets all or most and may occasionally exceed work objectives and management expectations. Employee demonstrates good knowledge of job duties, and assignments are accomplished effectively with normal supervisory guidance.~~

~~Needs Improvement -- Performance does not consistently meet management expectations. Requires more than normal guidance and direction. Improvement and/or development are necessary if the rater elects to continue employment.~~

**Full-time and Part-time Employees** - To be eligible for a merit pay increase, an employee must have continuous employment in either a position in a regular, full-time or part-time position for 12

# Battlefield Fire Protection District

## Policy Manual

### *Merit Pay*

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months. An employee is defined as one who has had continuous employment from their Date of Hire to their first-anniversary date to be eligible to receive an increase on their Merit Date.

Rehired Employees - Employees that are rehired into employment shall have their latest hire date become their merit increase eligibility date. This date will become their merit increase eligibility date for the remainder of their career.

Extended Leave - Employees on any type of extended leave who miss their eligibility date will receive a merit increase upon their return. If at the time of the rating, the supervisor determines the employee has not worked enough hours to sufficiently rate the employee's performance, the supervisor can use the rating from the previous year's evaluation. Six (6) months of attendance during the rating period is not required. The employee's eligibility date does not change.

Disciplinary Action - Employees who receive a written or greater conduct disciplinary action during the 12-month rating period are not eligible for a merit increase. The employee's performance evaluation and date of merit increase eligibility remain January 1.

Performance-Based Action - If an employee falls below "Met Standards ~~Meets Expectations~~" in one or more duty areas the supervisor should immediately address those areas ~~and counsel~~ with the employee. This will allow the employee an opportunity to improve in those unacceptable -areas before the end of the rating period. If an employee falls below "Needs Improvement" in one or more duty areas, the supervisor shall immediately address those areas with the employee and prepare the associated counseling/coaching/disciplinary documents.

If at any time during the evaluation period, the supervisor determines that the employee's performance in one or more of the duty areas has fallen below an acceptable standard ("Unacceptable ~~meets expectation~~"), the supervisor should immediately place the employee on performance-based probation, address those areas, and counsel with the employee. The probation period will not exceed 180 calendar days initially. The supervisor should develop a "Performance Improvement Plan" clearly defining what is expected, consistently monitoring, and providing feedback/counseling to the employee. If the employee's overall performance improves during the probation period but not to the level of satisfactory standards by the end of the probationary period, the rater can extend, but is not required to extend, the probationary period for an additional timeframe not to exceed 90 calendar days. If the employee does not exhibit performance improvement to a satisfactory level at the end of the second probationary period, the employee will be subject to a demotion, transfer, reassignment, or termination.

If an employee is placed on probation, the terms and conditions of the probation should be documented and a copy sent to District Headquarters for placement in the employee's official personnel file. If the employee's performance improves and the probation period is ended, written documentation of the probation results should be sent to District Headquarters for placement in the employee's official personnel file. Employees are allowed to make a formal request for reconsideration of their performance evaluation rating by the next level of supervisor above the rater. Employees should always receive a copy of the completed and signed Performance Evaluation.

# Battlefield Fire Protection District

## Policy Manual

### Merit Pay

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Promotions/Demotions/Transfers - Employees who transfer or receive a promotion or demotion will be eligible on their merit date to receive their merit increase. If an employee has been in the new position for less than six months, the current supervisor has the option of conducting the PE or may request the PE from the previous supervisor.

#### Merit Increase Matrix

Exceeded <del>Expectations</del> <del>s</del> <del>Standards</del>	1.50 %
Fully <del>Successful</del> <del>Above</del> <del>Average</del>	1.00 %
Unsatisfactory / <del>Needs Improvement</del> / <del>Met</del> <del>ets</del> <del>Standards</del> <del>Expectations</del>	0.00 %

Any employee ~~who~~ ~~that~~ supervises other employees who are either management or supervisory personnel who fail to complete an annual evaluation of employees under their administrative control shall NOT be eligible for merit payments.

#### 1062.2.2 FUNDING

##### Agency Content

If the District determines that funds are insufficient to implement the merit increases authorized in this policy or by any other policy that affects salary/wage increases for employees, the Chief, upon approval of the Board, may reduce the percentage of all authorized merit increases for all employees covered.

However, if sufficient funds should then become available at any time during the budget year to provide the merit increases for all employees, merit increases for employees may then be fully implemented by the District.

#### 1062.3 BOARD APPROVAL

##### Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on 02/13/2024.



## BATTLEFIELD FIRE PROTECTION DISTRICT

[www.battlefieldfire.com](http://www.battlefieldfire.com) 

4117 W. Second Street  
Battlefield, MO 65619

FAX: (417) 887-9914  
CELL: (417) 343-4504

PHONE:(417) 881-9018



### Administration – Deputy Chief Reynolds

- Budget was adjusted to show changes approved by the board, to include what was agreed upon in the CBA.
- Interviews were conducted for the Fire Chief vacancy.
- I will have several policies to approve at the board meeting.
- We still have several items on GovDeals for sale.

### Operations – Deputy Chief Reynolds

- January run statistics
  - Calls = 210 (6.6% change from previous year)
    - 12 Building fires
    - Previous year = 197
    - YTD 2025 = 231 (5% from 2024)
  - Average Response = 5.83 minutes
    - YTD = 5.83 minutes
    - Target is 7.00 minutes.
  - Turnout time = 1:17
    - YTD = 1:18
    - Target is 1:30
- We are waiting for the radios we ordered.
- We are going to be pricing two staff vehicles for 2025. This will replace the Tahoe being driven by Assistant Chief Anderson and the Ram driven by Assistant Chief Burr.
- Battalion Chief Crump has sold several items already on GovDeals. Misc. Revenue line should reflect that.
- We have received most of the equipment we ordered from Altec. The phones and remaining equipment should be installed soon.
- Our Engine 3 was involved in an accident which caused damage to another vehicle. Engine 3 received no damage.

### Support Services – Assistant Chief Anderson (as of 2-1-25)

#### **Community Risk Reduction Activities**

- Total contacts made through social media, the District website and Google Business for January 2025= 62,078.
- Crews installed 6 smoke alarms and replaced 9 batteries for District citizen.
- Assisted with Fire Inspector skills evaluations for the Division of Fire Safety.
- Proctored a regional written exam for the Division of Fire Safety.
- Attended a meeting with the District's Community Risk Reduction Committee.
- Attended a meeting with the IAFC Home Oxygen Therapy Task Force
- Coordinated a PR event regarding MoHealthNet's recognition of FireSafe cannula thermal fuses for home oxygen therapy patients.
- Assisted with CPR training and certification for the Greene County Sheriff's office nursing staff.
- Attended a webinar on homelessness hosted by the National Association of State Fire Marshals.

### **Workers Compensation, Safety, and Human Resources**

*"We Serve"*



## BATTLEFIELD FIRE PROTECTION DISTRICT

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- The District had one work comp claim for this period.
- Continued monitoring active work comp claims.
- Attended two meetings with the Awards Banquet Committee.
- Attended a meeting with the Health and Wellness Committee
- Attended a meeting with the Safety Committee.
- Completed an annual work comp program audit with MEM.
- Worked with Chief Reynolds to update administrative policies and procedures.

### Training – Division Chief Burr

- Chief Burr will be on FMLA leave through the end of March.
- Maintenance building update – Battalion Chief Monnig:
  - We have had some delays due to the weather. I requested an update on when they would get back to work. Rand said they need a stretch of dry weather.
  - We made some changes in the downspouts. The size of the pipes was increased to allow more flow. The difference in pricing was approx. \$1300.00.
  - We have received a Pay App for \$27,844.50.
  - We have received the metal for the building. It is lying around on the pavement patiently waiting.
- Training update – Battalion Chief Crump
  - Brian Rush attended Incident Safety Officer in Fulton for a weeklong class.
  - We will be hosting an internal Fire Officer I class along with an Instructor II class. Chief Anderson will be teaching both as blended learning classes.
  - We had four people attend Winter Fire School this past weekend in Columbia.
  - We've been doing multi-company drills with Republic FD. These are make-ups from last month that were cancelled due to the weather.
  - The crews continued mutual aid multicompny training with our neighboring departments.