



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619
Tuesday, January 13, 2026
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 prior to 5pm on the Monday prior to meeting.

Unfinished Business

1. Maintenance building project
2. Station 3 repairs
3. Station 1 remodel and RFQs
4. Cascade system for training
5. District safe deposit box

New Business

1. Cascade system for Operations
2. Personnel issues
3. Extractor grant award
4. Policy updates
5. 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), Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups (9), 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: 1/9/2026 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.

Fire Chief



Battlefield Fire Protection District Battlefield Volunteer Fire Department Minutes December 2025 Regular Board Meeting



Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

5:00 PM

Date of Meeting:

December 09, 2025

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

Mr. Lambeth moved to approve adding a line to the agenda under “Approval of Last Month’s Minutes for Approval of Special Minutes”. 2nd by Mr. Pon. Motion carried.

Approval of Last Month’s Minutes:

1. Approval of Regular Minutes - Mr. Pon moved to approve the November Regular Meeting minutes. 2nd by Mrs. Albers. Motion carried.
2. Added: Approval of Special Minutes - Mr. Lambeth moved to approve the November Special Meeting minutes. 2nd by Mr. Pon. Motion carried.

Financial Business:

1. The Board addressed bills to be paid and signed checks.
2. Mr. Pon discussed the November financial report and review of cash assets. Battlefield Volunteer Fire Department’s checking account indicates \$5,576.80. Battlefield Fire Protection District’s ICS account holds \$3,371,111.86 and Money Market holds \$68,023.88.
3. Mr. Pon motioned to approve the financials. 2nd by Mrs. Albers. Motion carried.

Public Comments: None

Unfinished Business:

1. Maintenance Building Project: Mrs. Albers moved to transfer \$1,242,824.38 from the Building Reserve line #3140 to the Stations/Buildings line #6860. 2nd by Mr. Lambeth. Motion carried.
Mr. Lambeth will participate in the ribbon cutting for the new maintenance building open house on December 19th at 11am.
2. Station 3 Repairs: scheduled to be completed by the end of the year
3. Station 1 remodel and RFQs: in the fact-finding stage, drawings to come
4. Cascade system for training: Mr. Pon moved to approve the purchase of a cascade system for training up to the amount of \$60k. 2nd by Mrs. Albers. Motion carried.

New Business:

1. 2026 proposed budget: tabled for closed session.
2. District safe deposit box inventory: Fire Chief Anderson and Deputy Chief Reynolds organized the safe deposit box documents for storage. Record of inventory is accessible on the district's synology drive. Chairman Danny Perches volunteered to transport documents to Oakstar Bank.
3. Policy updates: Mr. Pon moved to approve updates for policy #200 Organizational Structure, #701 District Vehicles, #703 Use of District Vehicles, and #1014 Work Statement. 2nd by Mr. Lambeth. Motion carried.
4. General Overview: Staff provided a review of their monthly reports.

Closed Session:

1. Information only pursuant to RSMO 610.021 (13). Closed Session. Closed Record. Motion to go out of Open Session by Mr. Lambeth. 2nd by Mr. Pon. Motion carried. Out of Open Session at 5:57 pm. Motion to go into Closed Session by Mr. Pon. 2nd by Mr. Lambeth. Motion carried. Into Closed Session 6:01 pm. Roll Call: Danny Perches, Mark Pon, Scott Lambeth, Jen Albers, Fire Chief Shane Anderson, Deputy Chief Dennis Reynolds, Assistant Chief Burr, and Secretary Shawn Shupert. Motion to go out of Closed Session by Mr. Pon. 2nd by Mr. Lambeth. Motion carried. Out of Closed Session: 6:36pm Motion to go into Open Session by Mr. Albers. 2nd by Mr. Pon. Motion carried. Into Open Session: 6:36 pm Roll Call: Danny Perches, Mark Pon, Scott Lambeth, and Jen Albers.

Mr. Pon moved to accept the 2026 proposed budget as presented. 2nd by Mrs. Albers. Motion carried.

Adjournment:

Mr. Pon moved to adjourn at 6:38 pm.
Approved by:

Danny Perches

Jen Albers

Mark Pon

Scott Lambeth

Battlefield Volunteer Fire Department
Statement of Net Assets

As of December 31, 2025
Dec 31, 25

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,578.93

Total Checking/Savings 5,578.93

Total Current Assets 5,578.93

TOTAL ASSETS **5,578.93**

LIABILITIES & Revenue

Revenue

1110 · Retained Earnings 5,553.89

Net Revenue 25.04

Total Revenue 5,578.93

TOTAL LIABILITIES & Revenue **5,578.93**

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

10:21 AM
01/05/2026
Cash Basis
Dec 31, 25

ASSETS	
Current Assets	
Checking/Savings	
1000 · OakStar - ICS	3,699,698.19
1005 · OakStar - Money Market	68,229.72
1025 · Oakstar - Operating	-326,467.10
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-2,141,157.62
Total Checking/Savings	<u>1,300,434.85</u>
Total Current Assets	1,300,434.85
Fixed Assets	
1505 · Office Equipment	6,911.32
1508 · Vehicles	47,868.00
Total Fixed Assets	<u>54,779.32</u>
TOTAL ASSETS	<u><u>1,355,214.17</u></u>
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	-301,581.62
3200 · Fund Balances	2,487,239.86
Total 3200 · Unrestricted Fund Balances	<u>346,082.24</u>
32000 · Retained Earnings	1,101,589.58
Net Revenue	<u>-92,457.65</u>
Total Revenue	<u>1,355,214.17</u>
TOTAL LIABILITIES & Revenue	<u><u>1,355,214.17</u></u>

Battlefield Fire Protection District
Statement of Cash Flows
December 2025

10:20 AM

Cash Basis

	<u>Dec 25</u>	<u>Nov 25</u>	<u>% Change</u>
Revenue			
4000 · Revenue			
4005 · Tax Revenue	812,688.85	12,477.70	6,413.13%
4010 · Tax Interest Revenue	2,337.34	2,644.15	-11.6%
4050 · Miscellaneous Revenue	50.00	120.00	-58.33%
4060 · Interest Revenue	11,301.33	12,222.68	-7.54%
Total 4000 · Revenue	<u>826,377.52</u>	<u>27,464.53</u>	<u>2,908.89%</u>
Total Revenue	<u>826,377.52</u>	<u>27,464.53</u>	<u>2,908.89%</u>
Gross Profit	826,377.52	27,464.53	2,908.89%
Expense			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	15,212.00	0.00	100.0%
5030 · Information Technology	333.38	0.00	100.0%
5035 · Communications	0.00	314.90	-100.0%
5040 · Firefighting/EMS	13,736.50	21,493.56	-36.09%
5052 · Fitness Equipment	542.56	0.00	100.0%
5055 · Vehicles	14,954.58	65,186.19	-77.06%
Total 5000 · Capital Expense	<u>44,779.02</u>	<u>86,994.65</u>	<u>-48.53%</u>
6000 · Communications			
6003 · MDT/Cell Phones	1,694.56	1,320.72	28.31%
6020 · Managed IT Service	1,485.46	1,257.50	18.13%
Total 6000 · Communications	<u>3,180.02</u>	<u>2,578.22</u>	<u>23.34%</u>
6100 · Insurance			
6115 · Commercial & Property	0.00	38,751.00	-100.0%
6120 · Medical, Dental, Vision	33,222.24	27,454.24	21.01%
6125 · FFAM Dues	4,250.00	0.00	100.0%
Total 6100 · Insurance	<u>37,472.24</u>	<u>66,205.24</u>	<u>-43.4%</u>
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	3,331.26	3,024.75	10.13%
6210 · Apparatus Repair	1,803.86	1,781.53	1.25%
6215 · Stations & Buildings	85,620.84	1,513.74	5,556.25%
6220 · Lawn Maintenance	0.00	2,420.00	-100.0%
6225 · Equipment Maintenance	0.00	1,456.00	-100.0%
6235 · Headquarters Maintenance	1,242.12	1,209.00	2.74%
6280 · SCBA Flow Testing	3,764.74	0.00	100.0%
Total 6200 · Maintenance & Repairs	<u>95,762.82</u>	<u>11,405.02</u>	<u>739.66%</u>
6300 · Office/Stations			
6305 · Software Expense	0.00	5,999.40	-100.0%
6315 · Accounting Fees	300.00	300.00	0.0%
6330 · Subscriptions/Memberships	457.43	929.19	-50.77%
Total 6300 · Office/Stations	<u>757.43</u>	<u>7,228.59</u>	<u>-89.52%</u>

	<u>Dec 25</u>	<u>Nov 25</u>	<u>% Change</u>
6400 · Training			
6410 · Training Classes	2,007.00	7,008.60	-71.36%
6415 · Equipment	35,730.00	7,365.23	385.12%
Total 6400 · Training	<u>37,737.00</u>	<u>14,373.83</u>	<u>162.54%</u>
6500 · Legal			
6525 · Cafeteria Pass Thru	771.01	-72.85	1,158.35%
6535 · Attorney Fees	0.00	88.50	-100.0%
Total 6500 · Legal	<u>771.01</u>	<u>15.65</u>	<u>4,826.58%</u>
6600 · Salaries			
6605 · District Personnel	242,901.49	245,955.23	-1.24%
6610 · Board of Directors			
6612 · Chaplain Expense	0.00	1,026.97	-100.0%
6610 · Board of Directors - Other	533.33	1,033.33	-48.39%
Total 6610 · Board of Directors	<u>533.33</u>	<u>2,060.30</u>	<u>-74.11%</u>
6620 · Employer Payroll Taxes	3,508.29	3,556.57	-1.36%
6625 · Lagers	46,572.36	67,959.74	-31.47%
6640 · 457 Pass Thru	6,542.20	-214.61	3,148.41%
6655 · Expense Account	1,536.00	446.59	243.94%
6665 · Special Overtime	8,260.01	8,396.63	-1.63%
6668 · Union Dues Passthrough	-1,948.59	958.83	-303.23%
Total 6600 · Salaries	<u>307,905.09</u>	<u>329,119.28</u>	<u>-6.45%</u>
6700 · Medical			
6710 · Employee Physicals/POET	3,226.31	2,660.00	21.29%
Total 6700 · Medical	<u>3,226.31</u>	<u>2,660.00</u>	<u>21.29%</u>
6750 · Utilities			
6755 · Water	129.19	124.19	4.03%
6760 · Sanitation	1,552.27	0.00	100.0%
6765 · Sewer	188.41	178.91	5.31%
6770 · Electric/Gas	3,033.11	2,907.01	4.34%
6775 · Internet/Phones/Cable	1,724.00	0.00	100.0%
Total 6750 · Utilities	<u>6,626.98</u>	<u>3,210.11</u>	<u>106.44%</u>
6800 · Supplies			
6810 · Public Relations/Outreach	932.33	3,042.12	-69.35%
6815 · Logo Imprinted Supplies	770.00	0.00	100.0%
6820 · Fire & EMS Expendables	1,588.55	150.00	959.03%
6830 · Disposable Batteries	117.32	45.28	159.1%
6835 · Janitorial/Building Supplies	1,104.46	2,383.56	-53.66%
Total 6800 · Supplies	<u>4,512.66</u>	<u>5,620.96</u>	<u>-19.72%</u>
6850 · Property Improvements			
6860 · Stations/Buildings	340,359.80	210,361.35	61.8%
Total 6850 · Property Improvements	<u>340,359.80</u>	<u>210,361.35</u>	<u>61.8%</u>
Total Expense	<u>883,090.38</u>	<u>739,772.90</u>	<u>19.37%</u>
Net Revenue	<u>-56,712.86</u>	<u>-712,308.37</u>	<u>92.04%</u>

Battlefield Fire Protection District
Statement of Activities
December 2025

10:21 AM
01/05/2026
Cash Basis

	<u>Dec 25</u>	<u>Jan - Dec 25</u>
Revenue		
4000 · Revenue		
4005 · Tax Revenue	812,688.85	7,044,234.61
4010 · Tax Interest Revenue	2,337.34	51,044.16
4050 · Miscellaneous Revenue	50.00	49,166.10
4060 · Interest Revenue	11,301.33	260,934.85
Total 4000 · Revenue	<u>826,377.52</u>	<u>7,405,379.72</u>
Total Revenue	<u>826,377.52</u>	<u>7,405,379.72</u>
Gross Profit	826,377.52	7,405,379.72
Expense		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	15,212.00	64,053.10
5020 · Building Lease	0.00	105,762.50
5030 · Information Technology	333.38	27,958.26
5035 · Communications	0.00	39,354.58
5040 · Firefighting/EMS	13,736.50	49,761.49
5052 · Fitness Equipment	542.56	5,613.14
5055 · Vehicles	14,954.58	129,243.42
Total 5000 · Capital Expense	<u>44,779.02</u>	<u>421,746.49</u>
6000 · Communications		
6003 · MDT/Cell Phones	1,694.56	16,661.29
6020 · Managed IT Service	1,485.46	14,985.60
Total 6000 · Communications	<u>3,180.02</u>	<u>31,646.89</u>
6100 · Insurance		
6110 · Workman's Compensation	0.00	133,656.08
6115 · Commercial & Property	0.00	130,739.00
6120 · Medical, Dental, Vision	33,222.24	328,976.98
6122 · MOCIP	0.00	5,445.00
6125 · FFAM Dues	4,250.00	10,160.00
Total 6100 · Insurance	<u>37,472.24</u>	<u>608,977.06</u>
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	3,331.26	40,143.78
6210 · Apparatus Repair	1,803.86	48,796.16
6215 · Stations & Buildings	85,620.84	134,758.72
6220 · Lawn Maintenance	0.00	5,848.79
6225 · Equipment Maintenance	0.00	4,242.99
6235 · Headquarters Maintenance	1,242.12	14,664.08
6250 · Ground/Aerial Ladder Testing	0.00	1,563.00
6255 · Maintenance Shop Equipment	0.00	1,727.99
6280 · SCBA Flow Testing	3,764.74	3,962.74
Total 6200 · Maintenance & Repairs	<u>95,762.82</u>	<u>255,708.25</u>

	<u>Dec 25</u>	<u>Jan - Dec 25</u>
6300 · Office/Stations		
6305 · Software Expense	0.00	36,682.02
6315 · Accounting Fees	300.00	8,410.60
6325 · Postage/Shipping	0.00	269.09
6330 · Subscriptions/Memberships	457.43	6,477.40
6335 · Advertising/Printing/Postings	0.00	861.02
Total 6300 · Office/Stations	<u>757.43</u>	<u>52,700.13</u>
6400 · Training		
6410 · Training Classes	2,007.00	40,659.61
6415 · Equipment	35,730.00	47,816.57
Total 6400 · Training	<u>37,737.00</u>	<u>88,476.18</u>
6500 · Legal		
6510 · Audit Fees	0.00	5,950.00
6525 · Cafeteria Pass Thru	771.01	2,460.29
6530 · Elections	0.00	196.32
6535 · Attorney Fees	0.00	2,421.38
Total 6500 · Legal	<u>771.01</u>	<u>11,027.99</u>
6600 · Salaries		
6605 · District Personnel	242,901.49	2,884,349.09
6610 · Board of Directors		
6612 · Chaplain Expense	0.00	2,000.00
6610 · Board of Directors - Other	533.33	8,517.36
Total 6610 · Board of Directors	<u>533.33</u>	<u>10,517.36</u>
6620 · Employer Payroll Taxes	3,508.29	41,350.30
6625 · Lagers	46,572.36	601,621.78
6635 · Uniforms	0.00	13,205.33
6640 · 457 Pass Thru	6,542.20	0.00
6655 · Expense Account	1,536.00	2,415.09
6665 · Special Overtime	8,260.01	68,428.49
6668 · Union Dues Passthrough	-1,948.59	-1,701.15
6675 · Background Check	0.00	2,911.09
Total 6600 · Salaries	<u>307,905.09</u>	<u>3,623,097.38</u>
6700 · Medical		
6710 · Employee Physicals/POET	3,226.31	37,924.53
Total 6700 · Medical	<u>3,226.31</u>	<u>37,924.53</u>
6750 · Utilities		
6755 · Water	129.19	1,428.09
6760 · Sanitation	1,552.27	6,960.93
6765 · Sewer	188.41	2,144.70
6770 · Electric/Gas	3,033.11	38,232.89
6775 · Internet/Phones/Cable	1,724.00	25,998.29
Total 6750 · Utilities	<u>6,626.98</u>	<u>74,764.90</u>
6800 · Supplies		
6810 · Public Relations/Outreach	932.33	18,507.60

	<u>Dec 25</u>	<u>Jan - Dec 25</u>
6815 · Logo Imprinted Supplies	770.00	1,204.39
6820 · Fire & EMS Expendables	1,588.55	5,178.33
6830 · Disposable Batteries	117.32	780.70
6835 · Janitorial/Building Supplies	1,104.46	10,178.84
Total 6800 · Supplies	<u>4,512.66</u>	<u>35,849.86</u>
6850 · Property Improvements		
6860 · Stations/Buildings	340,359.80	2,255,917.71
Total 6850 · Property Improvements	<u>340,359.80</u>	<u>2,255,917.71</u>
Total Expense	<u>883,090.38</u>	<u>7,497,837.37</u>
Net Revenue	<u><u>-56,712.86</u></u>	<u><u>-92,457.65</u></u>

Battlefield Fire Protection District
Profit & Loss Budget Performance
 Dec 2025

	Annual Budget	Dec 25	% Received	Jan-Dec	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue								
4000 · Revenue								
4005 · Tax Revenue	6,438,081.00	812,688.85	12.62%	7,044,234.61		109.42%	0.00	606,153.61
4010 · Tax Revenue Interest	0.00	2,337.34	0.00%	51,044.16		0.00%	0.00	51,044.16
4050 · Miscellaneous Revenue	0.00	50.00	0.00%	49,166.10		0.00%	0.00	49,166.10
4060 · Interest Revenue	0.00	11,301.33	0.00%	260,934.85		0.00%	0.00	260,934.85
Total 4000 · Revenue	6,438,081.00	826,377.52	12.84%	7,405,379.72		115.02%	0.00	967,298.72
Expense								
5000 · Capital Expense			% Budget Used in Dec	Jan-Dec	YTD	% Budget Used YTD	Balance Available	
5015 · Uniforms/PPE/Bunker Gear	65,000.00	15,212.00	23.40%	64,053.10		98.54%	946.90	
5020 · Building Lease	105,762.00	0.00	0.00%	105,762.50		100.00%	-0.50	
5030 · Information Technology	25,000.00	333.38	1.33%	27,958.26		111.83%	-2,958.26	
5035 · Communications	40,000.00	0.00	0.00%	39,354.58		0.00%	645.42	
5040 · Firefighting/EMS	50,000.00	13,736.50	27.47%	49,761.49		99.52%	238.51	
5052 · Fitness Equipment	6,000.00	542.56	9.04%	5,613.14		93.55%	386.86	
5055 · Vehicles	70,000.00	14,954.58	0.00%	129,243.42		0.00%	-59,243.42	
Total 5000 · Capital Expense	361,762.00	44,779.02	12.38%	421,746.49		116.58%	-59,984.49	
6000 · Communications								
6003 · MDT/Cell Phones	15,000.00	1,694.56	11.30%	16,661.29		111.08%	-1,661.29	
6020 · Managed IT Service	16,260.00	1,485.46	9.14%	14,985.60		92.16%	1,274.40	
Total 6000 · Communications	31,260.00	3,180.02	10.17%	31,646.89		101.24%	-386.89	
6100 · Insurance			% Budget Used in Dec	Jan-Dec	YTD	% Budget Used YTD	Balance Available	
6110 · Workman's Compensation	143,755.59	0.00	0.00%	133,656.08		92.97%	10,099.51	
6115 · Commercial & Property	120,661.00	0.00	0.00%	130,739.00		108.35%	-10,078.00	
6120 · Medical, Dental, Vision	312,848.00	33,222.24	10.62%	328,976.98		105.16%	-16,128.98	
6122 · MOCIP	8,085.00	0.00	0.00%	5,445.00		0.00%	2,640.00	
6125 · FFAM Dues	6,000.00	4,250.00	70.83%	10,160.00		169.33%	-4,160.00	
Total 6100 · Insurance	591,349.59	37,472.24	6.34%	608,977.06		102.98%	-17,627.47	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Dec 2025

	Annual Budget	Dec 25	% Received	Jan-Dec	YTD	% Received YTD	Revenue Sum Expected	Revenue Over Expected
6200 · Maintenance & Repairs								
6205 · Gas/Diesel	52,000.00	3,331.26	6.41%	40,143.78		77.20%	11,856.22	
6210 · Apparatus Repair	50,000.00	1,803.86	3.61%	48,796.16		97.59%	1,203.84	
6215 · Stations & Buildings	55,000.00	85,620.84	155.67%	134,758.72		245.02%	-79,758.72	
6220 · Lawn Maintenance	10,500.00	0.00	0.00%	5,848.79		55.70%	4,651.21	
6225 · Equipment Maintenance	7,000.00	0.00	0.00%	4,242.99		60.61%	2,757.01	
6235 · Headquarters Maintenance	15,000.00	1,242.12	8.28%	14,664.08		97.76%	335.92	
6250 · Ground/Aerial Ladder Testing	3,000.00	0.00	0.00%	1,563.00		52.10%	1,437.00	
6255 · Maintenance Shop Equipment	1,750.00	0.00	0.00%	1,727.99		98.74%	22.01	
6280 · SCBA Flow Testing	5,000.00	3,764.74	75.29%	3,962.74		79.25%	1,037.26	
Total 6200 · Maintenance & Repairs	199,250.00	95,762.82	48.06%	255,708.25		128.34%	-56,458.25	
6300 · Office/Stations								
6305 · Software Expense	46,040.00	0.00	0.00%	36,682.02		79.67%	9,357.98	
6315 · Accounting Fees	9,400.00	300.00	3.19%	8,410.60		89.47%	989.40	
6325 · Postage/Shipping	700.00	0.00	0.00%	269.09		38.44%	430.91	
6330 · Subscriptions/Memberships	17,500.00	457.43	2.61%	6,477.40		37.01%	11,022.60	
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	861.02		86.10%	138.98	
Total 6300 · Office/Stations	74,640.00	757.43	1.01%	52,700.13		70.61%	21,939.87	
6400 · Training								
	Annual Budget	Dec 25	% Budget Used in Dec	Jan-Dec	YTD	% Budget Used YTD	Balance Available	
6410 · Training Classes	51,200.00	2,007.00	3.92%	40,659.61		79.41%	10,540.39	
6415 · Equipment	50,000.00	35,730.00	71.46%	47,816.57		95.63%	2,183.43	
Total 6400 · Training	101,200.00	37,737.00	37.29%	88,476.18		87.43%	12,723.82	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Dec 2025

	Annual Budget	Dec 25	% Received	Jan-Dec	YTD	% Received YTD	Revenue Sum Expected	Revenue Over Expected
6500 · Legal								
6510 · Audit Fees	6,700.00	0.00	0.00%	5,950.00		88.81%	750.00	
6525 · Cafeteria Pass Thru	1,500.00	771.01	51.40%	2,460.29		164.02%	-960.29	
6530 · Elections	33,000.00	0.00	0.00%	196.32		0.59%	32,803.68	
6535 · Attorney Fees	5,000.00	0.00	0.00%	2,421.38		48.43%	2,578.62	
Total 6500 · Legal	46,200.00	771.01	1.67%	11,027.99		23.87%	35,172.01	
6600 · Salaries								
6605 · District Personnel	2,996,672.00	242,901.49	8.11%	2,884,349.09		96.25%	112,322.91	
6610 · Board of Directors								
6612 · Chaplain Expense	2,000.00	0.00	0.00%	2,000.00		100.00%	0.00	
6610 · Board of Directors - Other	9,400.00	533.33	5.67%	8,517.36		90.61%	882.64	
Total 6610 · Board of Directors	11,400.00	533.33	4.68%	10,517.36		92.26%	882.64	
6620 · Employer Payroll Taxes	52,631.00	3,508.29	6.67%	41,350.30		78.57%	11,280.70	
6625 · Lagers	649,996.00	46,572.36	7.17%	601,621.78		92.56%	48,374.22	
6635 · Uniforms	10,000.00	0.00	0.00%	13,205.33		132.05%	-3,205.33	
6640 · 457 Pass Thru	0.00	6,542.20	0.00%	0.00		0.00%	0.00	
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00		0.00%	500.00	
6655 · Expense Account	3,000.00	1,536.00	51.20%	2,415.09		80.50%	584.91	
6665 · Special Overtime	50,000.00	8,260.01	16.52%	68,428.49		136.86%	-18,428.49	
6668 · Union Dues Passthrough	0.00	-1,948.59	0.00%	-1,701.15		0.00%	1,701.15	
6675 · Background Check	3,250.00	0.00	0.00%	2,911.09		89.57%	338.91	
Total 6600 · Salaries	3,777,449.00	307,905.09	8.15%	3,623,097.38		95.91%	154,351.62	
6700 · Medical								
6710 · Employee Physicals/POET	38,000.00	3,226.31	8.49%	37,924.53		99.80%	75.47	
Total 6700 · Medical	38,000.00	3,226.31	8.49%	37,924.53		99.80%	75.47	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Dec 2025

	Annual Budget	Dec 25	% Received	Jan-Dec YTD	% Received YTD	Revenue Short Expected	Revenue Over Expected
6750 · Utilities							
6755 · Water	2,000.00	129.19	6.46%	1,428.09	71.40%	571.91	
6760 · Sanitation	4,800.00	1,552.27	32.34%	6,960.93	145.02%	-2,160.93	
6765 · Sewer	3,000.00	188.41	6.28%	2,144.70	71.49%	855.30	
6770 · Electric/Gas	35,000.00	3,033.11	8.67%	38,232.89	109.24%	-3,232.89	
6775 · Internet/Phones/Cable	20,700.00	1,724.00	8.33%	25,998.29	125.60%	-5,298.29	
Total 6750 · Utilities	65,500.00	6,626.98	10.12%	74,764.90	114.14%	-9,264.90	
6800 · Supplies							
6810 · Public Relations/Outreach	20,000.00	932.33	4.66%	18,507.60	92.54%	1,492.40	
6815 · Logo Imprinted Supplies	3,000.00	770.00	25.67%	1,204.39	40.15%	1,795.61	
6820 · Fire & EMS Expendables	6,000.00	1,588.55	26.48%	5,178.33	86.31%	821.67	
6830 · Disposable Batteries	1,000.00	117.32	11.73%	780.70	78.07%	219.30	
6835 · Janitorial/Building Supplies	11,500.00	1,104.46	9.60%	10,178.84	88.51%	1,321.16	
Total 6800 · Supplies	41,500.00	4,512.66	10.87%	35,849.86	86.39%	5,650.14	
6850 · Property Improvements							
6860 · Stations/Buildings	1,000,000.00	340,359.80	34.04%	2,255,917.71	225.59%	-1,255,917.71	
Total 6850 · Property Improvements	1,000,000.00	340,359.80	34.04%	2,255,917.71	225.59%	-1,255,917.71	
Total Expense	6,328,110.59	883,090.38	13.96%	7,497,837.37	118.48%	-1,169,726.78	
Net Revenue	109,970.41	-56,712.86	-51.57%	-92,457.65	-84.08%	1,169,726.78	

Total Budget Amount

-1,169,726.78

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
883,090.38	7,497,837.37

Restricted Funds

Operating Reserve	1,000,000.00
Emergency Equipment Reserve	839,576.00
Building Reserve	1,544,406.00
Total Contingency Fund	3,383,982.00

Battlefield Fire Protection District
Transaction Detail By Account
 January through December 2025

	Name	Memo	Paid Amount
4000 · Revenue			
4050 · Miscellaneous Revenue			
	BusinessPlans, Inc	cobra	482.47
	OTC	Firefighter class 12/9/24	1,300.00
	Chris Zoeller -	reimbursement	18.36
	ESRI	refund	4,000.00
	BusinessPlans, Inc	Cobra	482.47
	Greene County Treasurer	Financial Inst. Tax & Int. 2024 per memc	114.43
	GovDeals	Deposit	12,410.91
	GovDeals	Deposit	240.01
	CITY OF SPRINGFIELD	2023 annexations	3,807.39
	BusinessPlans, Inc	cobra	482.47
	GovDeals	Deposit	9,600.00
	GovDeals	Deposit	57.00
	LexisNexis	Deposit	10.00
	BusinessPlans, Inc	Cobra	482.47
	Progressive Claims	incident report	10.00
	GovDeals	Deposit	230.52
	GovDeals	Deposit	4,362.00
		Deposit	100.00
	Mediacom	Mediacom	269.25
	Mediacom	Mediacom	88.19
	Mediacom	Mediacom	66.14
	Mediacom	Mediacom	0.99
	Mediacom	Mediacom	246.11
	Mediacom	refund x1853	613.54
	State of Missouri Vendor Pay	grant reimbursement?	1,885.25
	JON'S MID AMERICA	Deposit	3,162.13
	GovDeals	Deposit	1,575.00
	OTC	OTC FST 2025	2,450.00
	GovDeals	Deposit	200.00
	GovDeals	Deposit	84.00
	Jan Garwood	Incident report	10.00
	Franke Schultz & Mullen	incident report	10.00
	LexisNexis	Deposit	10.00
		hoodies	135.00
	Jason Bradley	incident report	10.00
	Rodney Albers	Life insurance	50.00
		incident report	10.00
	Anthony Mark Pon	FFAM	50.00
	Stormy Davis	FFAM	50.00
	Total 4050 · Miscellaneous Revenue		49,166.10

	Name	Memo	Paid Amount
Total 4000 - Revenue			49,166.10
TOTAL			<u>49,166.10</u>

Records Management

800.1 PURPOSE AND SCOPE

This policy provides guidelines for the management of all district documents, including those in fire stations, to ensure that district records are maintained and available as needed. This policy also provides guidance on the retention, disposition and security of records.

800.2 POLICY

It is the policy of the Battlefield Fire Protection District to promote the efficient and cost-effective conduct of district business by reducing the number of records in active file areas, eliminating unnecessary retention of duplicate or obsolete documents and providing for timely transfer of inactive files in compliance with legal requirements.

800.3 CUSTODIAN OF RECORDS

The Fire Chief is appointed as the Custodian of Records, who will oversee the records management program, including the records retention schedule (§ 610.023, RSMo). The Custodian of Records or the authorized designee should:

- (a) Remain familiar with any Missouri Open Records Law.
- (b) Identify what records the District has, where the records are kept, the volume and how the records are used.
- (c) Maintain and update the district's records retention schedule, including:
 1. Identify the minimum length of time the District must keep records in a series.
 2. Identify the district section or division responsible for the original record.
- (d) Coordinate the placement of inactive records in storage, including:
 1. Maintaining a storage inventory.
 2. Providing an annual reminder to Deputy Fire Chief, chief officers, and ~~section managers~~ other designated employees to review ~~files records~~ under their management ~~to and~~ determine if any records should be transferred to storage.
- (e) Manage the destruction of district records, including (§ 109.260, RSMo):
 1. Annually reviewing the records retention schedule and storage inventory list to determine which records are eligible for destruction.
 2. Providing a list to Deputy Fire Chief, chief officers, and ~~section managers~~ other designated employees of records eligible to be destroyed.
 3. Obtaining any required approvals for the destruction of eligible records.
 4. Maintaining a list of records that have been destroyed.
- (f) Ensure that confidential and other sensitive records are stored or maintained to protect the sensitive nature of the records.

Battlefield Fire Protection District

Policy Manual

Records Management

- (g) Process subpoenas and requests for records as provided in the Subpoenas and Court Appearances, the Release of Records and the Patient Medical Record Security and Privacy policies.
- (h) Manage a document imaging or other process for bulky or rarely accessed records with long retention periods.
- (i) Establish rules regarding the inspection and copying of district records as reasonably necessary for the protection of such records (§ 610.023, RSMo), including:
 - 1. Identifying records or portions of records that are confidential under state or federal law and not open for inspection or copying.
 - 2. Maintaining a schedule of fees for public records as allowed by law (§ 610.026, RSMo).

800.4 MEMBERS' RESPONSIBILITY

All members are expected to handle district records in a responsible manner and as provided in this policy.

Members are responsible for ensuring that records in their control are maintained as provided in the records retention schedule.

800.5 TRAINING

The Custodian of Records should coordinate with the Division Chief of Training to provide training regarding the records management program to the appropriate district members.

800.6 RECORDS RETENTION SCHEDULE- ALL RECORDS DESIGNATED FOR DESTRUCTION SHOULD BE TRACKED FOR FUTURE VERIFICATION OF DESTRUCTION.

- (a) 3 Years from Date of Generation or Receipt
 - 1. Correspondence - Letters, memoranda, e-mail.
 - (a) Function: Correspondence that pertains to routine matters handled in accordance with existing policies and procedures. Does not contain significant information about office policies or programs.
 - 2. Work Orders Also Called: Maintenance requests; Service requests; service report; rejected application for services.
 - (a) Function: Internal records documenting requests and authorizations for needed services, including repair of government owned property.
 - 3. Permits and Licenses Also Called: Building trades certification; contractor licensing file; application for motor vehicle license; facility use permits.
 - (a) Function: Records documenting review, background investigations, recommendations and other actions related to permits and licenses issued for various activities such as: the use of public facilities for dances, parades, etc.

Battlefield Fire Protection District

Policy Manual

Records Management

4. Calendars and Scheduling Records Appointment books and planners.
 - (a) Function: Records kept to document and facilitate the routine planning and scheduling of meetings, appointments, daily tasks, or similar activities.
 5. Administrative Reports Activity reports; daily, weekly, monthly, or quarterly reports; management reports; subsidiary reports; logs/journals; daily activity report; daily shift report; etc.
 - (a) Function: Internal documents that are produced daily, weekly, monthly, or quarterly by local government units to detail program activities, operations, and/or accomplishments. Useful for compiling annual reports, planning and budgeting, and monitoring work progress.
 6. Accounts Payable Records Invoices, vouchers, warrants, billing records, etc.
 - (a) Function: Records documenting payment of bills for goods and services received. Payment from general accounts.
 7. Accounts Receivable Records Cash receipt file; sales tax/use tax, etc.
 - (a) Function: Records documenting revenues owed to the local government unit by citizens, organizations, other governmental units, vendors, and funds to be credited to general accounts. Includes documents showing billing and collection of moneys.
 8. Receipts
 - (a) Function: Copies of receipts issued by the office to persons paying fees, turning over funds, or for the accounting of petty cash expenses.
 9. Expense Reimbursement Records Travel vouchers; expense reports; uniform allowance; equipment allowance.
 - (a) Function: Records documenting requests, authorizations, mileage, claims for reimbursements and other actions related to employment expenses.
 10. Time and Attendance Records Time sheets, timecards, attendance reports, absence reports, work assignment schedule, work schedule, work assignment file.
 - (a) Function: Records documenting hours worked and leave hours accrued or taken by employees on a daily, weekly, or monthly basis.
 11. Leave Requests Also called: Leave Applications.
 - (a) Function: Records documenting an employee's request for sick, vacation, compensatory, or other leave time.
- (b) 5 Years from Date of Generation or Receipt
1. Safety Incident Records Safety investigation records.
 - (a) Function: Documents from investigations of workplace injuries.
 2. Bid Records Bids, quotes, bids specifications.

Battlefield Fire Protection District

Policy Manual

Records Management

- (a) Function: Documents the publicizing, evaluation, and awarding of quoted bids to vendors and other individuals or organizations. Provides recorded evidence of accepted and rejected bids.
- 3. Contracts, Leases, and Agreements Memorandum of understanding.
 - (a) Function: Official agreements enforceable by law to acquire services, equipment, or maintenance. Documents the terms and conditions of agreements between local government(s), private companies, and individuals. Consult RSMO 516.110 for any exceptions. For prevailing wage, review 8 CSR 30-3.010.
- 4. Wage and Tax Statement Federal tax form W-2.
 - (a) Function: Annual statements documenting individual employee earnings and withholdings for state and federal income taxes and social security tax.
- 5. Federal and State Tax Records - Records used to report the collection, distribution, deposit, and transmittal of federal and state income, social security, and unemployment taxes.
 - (a) Function: Examples include the federal miscellaneous income statement (1099), request for taxpayer identification number and certificate (W-9), employers' quarterly federal tax return (941, 941E), tax deposit coupon (8109), and similar federal and state completed forms.
- (c) 10 Years from Date of Generation or Receipt
 - 1. Worker's Compensation Case File Worker's Compensation claims records.
 - (a) Function: Documents claims filed against local government Content: May include: insurance claim forms, copy of hospital, physician, ambulance and medication bills, death and birth certificates, reports, photographs, summaries, reviews, notices, audio and videotapes, transcriptions of recorded statements, memoranda, correspondence, and related documents used in processing the claim.
- (d) 20 Years from Date of Generation or Receipt
 - 1. Investigation Reports
 - 2. Employee Personnel Records The master personnel records maintained for each employee.
 - (a) Function: May include job applications, notices of appointment, personnel transaction records reflecting position classification and salary level, employee orientation checklists, payroll withholding information, leave summary record, performance documentation (to include evaluations and disciplinary actions), and other records related to an individual's employment.
 - (b) Minimum retention: Master personnel file, date of separation + 10 years; employment summary, date of separation + 20 years*
 - (c) **Disposition: Destroy securely**

Battlefield Fire Protection District

Policy Manual

Records Management

- (d) Note: Duplicate copies may be kept at the office or department level. These records should be retained one year following separation, then transferred to Administration for evaluation.
- (e) If no employment summary is prepared, the personnel file is kept 20 years after separation. Summary files contain the following pertinent information condensed from the personnel files: appointments, resignations, promotions, salary history, years of service, and all accumulated leave.
- (e) 30 Years from Date of Generation or Receipt
 1. Employee Medical Records Family Medical Leave Act Records; Americans with Disabilities Act Records; hazardous exposure records; employment physicals or screenings.
 - (a) Function: Records documenting an individual employee's work-related medical history. Content: Records may include but are not limited to: medical examination records (pre-employment, pre-assignment, periodic, or episodic), X-rays, records of significant health or disability limitations related to job assignments, documentation of work related injuries or illnesses, hearing test records, hazard exposure records (see below), drug testing records, first aid incident records, physical examination statements, Family Medical Leave Act records, release consent forms, and related correspondence. Hazard exposure records document an employee's exposure to hazardous conditions such as chemicals, toxic substances, bloodborne pathogens, biological agents, bacteria, virus, fungus, radiation, noise, dust, heat, cold, vibration, repetitive motion, or other dangerous conditions. Minimum Retention: Hazard Exposure Records 30 years after separation.
- (f) Permanent Records- DO NOT Destroy These Files
 1. All Pictures
 2. Plans of any buildings
 3. Anything medical for up to 30 years
 4. Election Reports
 5. Insurance Reports
 6. Maps of District
 7. Departmental Rules and Regulations
 8. Fire Hydrants (Locations)
 9. Application for Certificate of Occupancy
 10. Bond Issues
 11. Internal Revenue Files

Battlefield Fire Protection District

Policy Manual

Records Management

12. Meeting Records (for Boards, Commissions, Committees, or Other Public Bodies)
13. Smoke and Fire Detector Registration (life of the structure)
14. Audit Reports

800.7 BOARD APPROVAL

[This policy was approved by the Battlefield Fire Protection District Board of Directors on xx/xx/xxxx.](#)

Discipline

1060.1 PURPOSE AND SCOPE

Agency Content

This section shall define and govern the usual and general types of disciplinary actions the District may use in administrating its personnel.

1060.2 POLICY

Agency Content

All employees of the District except as hereinafter provided shall be subject to the provisions of these sections;

- Members of the Board of Directors
- Fire Chief
- Persons employed to render professional or technical services
- Members of appointed boards, commissions, or committees
- Persons hired to perform temporary or contract services or labor, or persons drafted for service in time of emergency or disasters.

1060.3 DISCIPLINARY LEVELS

Agency Content

- (a) In administering policy and procedure, the District may utilize the following types of actions, as deemed necessary and appropriate.
- (b) **Coaching/Counseling Sessions;** as personnel are coached or counseled through issues, the administering supervisor shall document the session.
 1. These sessions may be used as supporting instances for further disciplinary actions.
 2. These sessions do not require an employee's signature, as they are an explanation of the session from the supervisor's point of view.
 3. If these sessions are used as supporting items for a reprimand they shall be attached to the reprimand and presented in conjunction with the reprimand.
 4. If a coaching/counseling session is performed as a follow up to a reprimand then the documented session shall be signed by the employee and placed with the original reprimand.
- (c) **Oral Reprimand;** on the first offense, where the infraction is not a serious enough nature to immediately initiate more stringent disciplinary actions, a verbal warning may be given to the employee.
 1. For purposes of letting the individual know that it is an official warning, the supervisor shall state "This is a verbal warning" and the warning must be documented as such.

Battlefield Fire Protection District

Policy Manual

Discipline

- (d) **Letter of Reprimand;** where the infraction is a repeat of a verbal warning or of a more serious nature a letter of reprimand may be given to the employee.
 - 1. A written statement from the Supervisor, stating specifically the conduct, omission, or neglect of duty of the employee warranting this action shall be prepared.
- (e) **Suspension;** the infraction is repeated or of a serious nature a suspension may be given to the employee.
 - 1. Any Chief Officer may initiate the suspension of an employee, with pay.
 - 2. A written statement from the Chief Officer shall be prepared for the Fire Chief, stating specifically the conduct, omission, or neglect of duty of the employee warranting this action.
 - 3. If, due to the circumstances, it is imperative that the employee be removed from the work place, the Fire Chief may suspend the employee, not to exceed two (2) shifts, without pay until such time that the Board of Directors can meet.
 - 4. If a suspension involves a non-shift employee the maximum suspension without board approval is five (5) working days.
 - 5. If the board is unable to convene within the time frame, approval from two (2) board members must be obtained to extend the suspension without pay.
- (f) **Demotion;** involves an involuntary change of the employee's duties or classification, which may result in a loss of monetary compensation.
- (g) **Discharge;** involves permanent termination of the employee from the District.

1060.4 DISCIPLINARY PROCESS

Agency Content

- (a) All disciplinary statements, records, and documents must be signed and dated by the employee and supervisor issuing the disciplinary action before they go into the employee's personnel file.
 - 1. If an employee refuses to sign the documentation, the supervisor shall state such on the documentation. The supervisor should, if possible, obtain a witness to such a refusal.
 - 2. All parties involved must sign and date the documentation.
- (b) Oral Reprimand: The employee shall be advised that they are receiving a verbal warning, and it shall be documented as such.
 - 1. The employee may submit in writing a response to the verbal warning.
 - 2. The response must be submitted within seven (7) days of receiving the verbal warning.
 - 3. All responses related to the oral reprimand shall be placed in the employee's file.
- (c) Letter of Reprimand: The employee shall be delivered a copy of the letter of reprimand.
 - 1. The employee may submit in writing a response to the letter of reprimand.

Battlefield Fire Protection District

Policy Manual

Discipline

2. The response must be submitted within seven (7) days of receiving the letter of reprimand.
 3. All responses related to the letter of reprimand shall be placed in the employee's file.
- (d) Suspension: if the act or omission occurs while the employee is on duty, or because of circumstances surrounding any infraction or alleged infraction, it may be important to relieve the employee from active duty until any final determination can be made.
1. Any Chief Officer may suspend an employee with pay.
 2. If, due to a serious circumstance, the employee must be removed, the Fire Chief may suspend the employee for a maximum of two (2) shifts without pay.
 3. If a suspension involves a non-shift employee, the maximum suspension without board approval is five (5) working days.
 4. If the board is unable to convene within the time frame, approval from two (2) board members must be obtained to extend the suspension without pay.
 5. The employee shall be provided a written statement outlining the specific conduct, omission, or neglect of duty and the duration of the suspension.
 6. The employee shall have seven (7) days from the date of his/her receipt of the written statement to submit a written response to the suspension.
 7. All responses related to the suspension shall be placed in the employee's file.
- (e) Demotion: If an infraction is repeated or of a serious nature, a demotion may be given to the employee.
1. The employee shall be provided a written statement outlining the specifics of the demotion.
 2. The employee shall have seven (7) days from the date of receipt of the statement to submit a written response to the demotion.
 3. All responses related to the suspension shall be placed in the employee's file.
- (f) Discharge: The Board of Directors shall conduct all actions in regards to discharging an employee.
1. The Board's decision shall be provided to the employee in writing.
 2. Upon receiving the notice of discharge, the employee, within seven (7) days, may submit a written response.
 3. This response may include a request for a Hearing before the Board of Directors.

1060.5 REQUESTS FOR REVIEW

Agency Content

An employee may request an audience or review with the next level of supervision to determine if the level of discipline or action taken was appropriate if the employee does not agree with the level of discipline or the convening of the disciplinary process. A decision made by the Board

Battlefield Fire Protection District

Policy Manual

Discipline

of Directors is final and cannot be reviewed as the highest level of supervision is the Board of Directors.

1060.6 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

4117 W. Second Street
Battlefield, MO 65619

FAX: (417) 887-9914
PHONE: (417) 881-9018



Administration – Fire Chief Anderson

- Completed working on the 2026 budget.
- Dealt with several personnel issues.
- Visited with each station on each shift to discuss recent personnel changes.
- Assisted with live burns as part of our Academy 24-hour shift.
- Assisted with managing employee injuries while support services staff were on vacation.
- Attended the District Safety Committee meeting.
- Hosted the open house and dedication ceremony for the new Maintenance/Training Facility.
- Attended a meeting of the Battlefield City Aldermen.
- Hosted a Christmas Dinner for command and administration staff.
- Attended the Academy Graduation Ceremony.

Operations – Deputy Chief Reynolds

December run statistics

- Monthly Call Totals = 206 (37.3% increase from previous year)
 - 11 Building fires
- Year End Call Totals 2025 = 2320 (10.53% increase from previous year)
 - Previous year = 2099
- Average Response Time = 6.43minutes
 - Target is 7.00 minutes
- Turnout Time = 1:15 minutes
 - Target is 1:30
- I have a few policies for approval.
- The landscaping project at HQ was completed, according to the vendor. We have some concerns with their definition of “completion”, i.e. the new sod. We won't pay the invoice until we agree to what defines completion.
- The remodel at Station #3 has started.
- I went on vacation.
- One of the F-150s is being upfitted.

Support Services – Assistant Chief Burr

- The maintenance building and training grounds project has pretty much wrapped up as far as construction goes. I'm still purchasing FF&E items. I have one final walk through to do with them once all the punch list items are resolved.
- Assisted with live burns for the Academy's 24-hour shift.
- I've been asked to sit on the interview panel for the upcoming Regional Academy.
- I sat on a grievance review board.
- New cascade for training was ordered. I'm expecting it sometime in the next 2 – 4 weeks.
- We held the graduation for the Recruit academy. Thank you all for showing up!
- I've started another hiring process.
- I ordered a new staff vehicle for me. It's expected to be delivered end of March or beginning of April.
- I'm shopping around for a replacement vehicle for our facilities maintenance tech.

“We Serve”



BATTLEFIELD FIRE PROTECTION DISTRICT

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Support Services – Division Chief Zoeller

Community Risk Reduction Activities

- Total contacts made through social media, the District's website, and Google Business for December 2025 = 47,500.
- There were 14x phone requests for smoke alarms. Still trying to figure out how to extract data from First due.
- District Mascot is a work in progress. The main person for this was out on baby leave.
- I attended a meeting with the District's Community Risk Reduction Committee.
- Assisted with live burns for the academy class.

Workers Compensation, Safety, and Human Resources

- The District had two injuries, one major and one medical only.
- Continued monitoring of active work comp claims. Have one coming closer to completion. Modifier came down a couple of points. We could see an increase next year due to closing of a few claims.
- Working on 11x Safety Related Policies. Still reviewing and learning the program.
- I attended a meeting with the Safety Committee. Working on compiling injuries and seeing if there are any trends, etc.
- I attended a meeting with the Awards committee. Tentative date for Awards Banquet is March 21st. Also, Completing an awards audit and reissue of awards.
- I attended a meeting with the Health and Wellness Committee.
- I attended a SWMO drug Poisoning task force.
- I attended a LEPC meeting.

Training – Division Chief Merritt

- Training hours for December: 1,273 hours
- Training hours for 2025: 16,057 hours
- YTD Training hours: 125
- Managed on-going recruit academy.
 - Completed final skills exam testing.
 - Completed state written certification exams.
 - Graduation conducted December 31st.
- Received HMEP (Hazardous Materials Emergency Preparedness) grant funding from the Missouri Emergency Response Commission to host air monitoring for fire department operations class.
- Evaluated Firefighter I&II End of Course skills for Joplin FD.
- Attended mental health awareness class presented to recruits by Dr. Dugan.
- Attended regional training chiefs meeting hosted at Springfield.
- Had introductory meeting with Lexipol representative to prepare implementation of FireRescue1 and EMS1 Academy online learning platform.
- Put new training equipment in service: thermal imager and forcible entry door prop.



BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

Incident Reports By Incident Type, Summary



111: 3.79 %	143: 0.24 %	323: 0.18 %	461: 0.06 %	571: 1.54 %	743: 1.78 %
112: 0.06 %	150: 0.18 %	324: 1.54 %	463: 0.12 %	611: 11.80 %	745: 1.60 %
113: 0.41 %	151: 1.54 %	341: 0.06 %	500: 0.06 %	622: 3.14 %	746: 0.18 %
114: 0.24 %	153: 0.06 %	354: 0.06 %	511: 0.06 %	631: 0.65 %	813: 0.12 %
118: 0.65 %	154: 0.06 %	363: 0.12 %	522: 0.06 %	650: 0.06 %	911: 0.06 %
123: 0.06 %	162: 0.06 %	412: 1.60 %	531: 0.18 %	651: 1.07 %	
130: 0.12 %	171: 0.06 %	424: 0.18 %	551: 0.53 %	652: 0.06 %	
131: 0.36 %	243: 0.06 %	440: 0.18 %	552: 0.12 %	700: 0.18 %	
132: 0.06 %	251: 0.18 %	442: 0.12 %	553: 9.19 %	733: 1.72 %	
141: 0.18 %	311: 44.16 %	444: 0.41 %	554: 1.48 %	735: 1.72 %	
142: 1.24 %	322: 2.61 %	445: 0.47 %	561: 0.59 %	736: 0.59 %	

Incident Type

Total Incidents

Percent

Incident Type	Total Incidents	Percent
111 - Building fire	64	3.79%
112 - Fires in structure other than in a building	1	0.06%
113 - Cooking fire, confined to container	7	0.41%
114 - Chimney or flue fire, confined to chimney or flue	4	0.24%
118 - Trash or rubbish fire, contained	11	0.65%
123 - Fire in portable building, fixed location	1	0.06%
130 - Mobile property (vehicle) fire, other	2	0.12%
131 - Passenger vehicle fire	6	0.36%
132 - Road freight or transport vehicle fire	1	0.06%
141 - Forest, woods or wildland fire	3	0.18%
142 - Brush or brush-and-grass mixture fire	21	1.24%
143 - Grass fire	4	0.24%
150 - Outside rubbish fire, other	3	0.18%
151 - Outside rubbish, trash or waste fire	26	1.54%
153 - Construction or demolition landfill fire	1	0.06%

Incident Type	Total Incidents	Percent
154 - Dumpster or other outside trash receptacle fire	1	0.06%
162 - Outside equipment fire	1	0.06%
171 - Cultivated grain or crop fire	1	0.06%
243 - Fireworks explosion (no fire)	1	0.06%
251 - Excessive heat, scorch burns with no ignition	3	0.18%
311 - Medical assist, assist EMS crew	745	44.16%
322 - Motor vehicle accident with injuries	44	2.61%
323 - Motor vehicle/pedestrian accident (MV Ped)	3	0.18%
324 - Motor vehicle accident with no injuries.	26	1.54%
341 - Search for person on land	1	0.06%
354 - Trench/below-grade rescue	1	0.06%
363 - Swift water rescue	2	0.12%
412 - Gas leak (natural gas or LPG)	27	1.60%
424 - Carbon monoxide incident	3	0.18%
440 - Electrical wiring/equipment problem, other	3	0.18%
442 - Overheated motor	2	0.12%
444 - Power line down	7	0.41%
445 - Arcing, shorted electrical equipment	8	0.47%
461 - Building or structure weakened or collapsed	1	0.06%
463 - Vehicle accident, general cleanup	2	0.12%
500 - Service Call, other	1	0.06%
511 - Lock-out	1	0.06%
522 - Water or steam leak	1	0.06%
531 - Smoke or odor removal	3	0.18%
551 - Assist police or other governmental agency	9	0.53%
552 - Police matter	2	0.12%
553 - Public service	155	9.19%
554 - Assist invalid	25	1.48%
561 - Unauthorized burning	10	0.59%
571 - Cover assignment, standby, moveup	26	1.54%
611 - Dispatched & canceled en route	199	11.80%

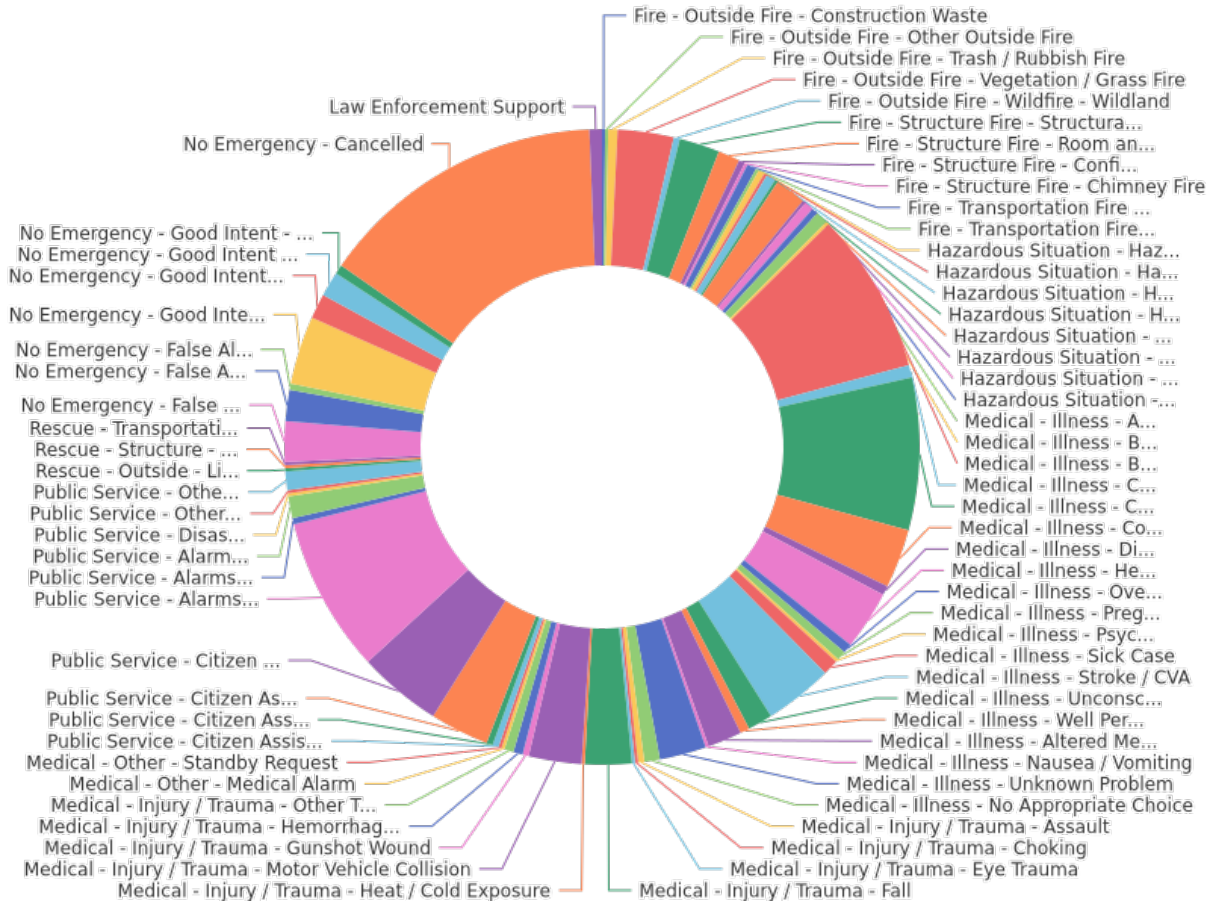
Incident Type	Total Incidents	Percent
622 - No incident found on arrival at dispatch address	53	3.14%
631 - Authorized controlled burning	11	0.65%
650 - Steam, other gas mistaken for smoke, other	1	0.06%
651 - Smoke scare, odor of smoke	18	1.07%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.06%
700 - False alarm or false call, other	3	0.18%
733 - Smoke detector activation due to malfunction	29	1.72%
735 - Alarm system sounded due to malfunction	29	1.72%
736 - CO detector activation due to malfunction	10	0.59%
743 - Smoke detector activation, no fire - unintentional	30	1.78%
745 - Alarm system activation, no fire - unintentional	27	1.60%
746 - Carbon monoxide detector activation, no CO	3	0.18%
813 - Wind storm, tornado/hurricane assessment	2	0.12%
911 - Citizen complaint	1	0.06%

Total Number of Incidents: 1687

Total Number of Incident Types: 60



Summary - Incident Count by Primary Incident Type - Last 7 Days-copy



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT OF INCIDENTS	PERCENTAGE OF INCIDENTS
Fire	52	8.21%
Fire - Outside Fire - Construction Waste	1	0.16%
Fire - Outside Fire - Other Outside Fire	1	0.16%
Fire - Outside Fire - Trash / Rubbish Fire	3	0.47%
Fire - Outside Fire - Vegetation / Grass Fire	18	2.84%
Fire - Outside Fire - Wildfire - Wildland	2	0.32%
Fire - Structure Fire - Structural Involvement	13	2.05%
Fire - Structure Fire - Room and Contents Fire	7	1.11%
Fire - Structure Fire - Confined Cooking / Appliance Fire	2	0.32%
Fire - Structure Fire - Chimney Fire	1	0.16%
Fire - Transportation Fire - Vehicle Fire - Passenger	3	0.47%

Summary - Incident Count by Primary Incident Type - Last 7 Days-copy

Battlefield FPD MO
Address: 4117 W 2nd St, Battlefield, MO 65619



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT OF INCIDENTS	PERCENTAGE OF INCIDENTS
Fire - Transportation Fire - Vehicle Fire - RV	1	0.16%
Hazardous Situation	23	3.63%
Hazardous Situation - Hazard Non-Chemical - Electrical Power Line Down / Arching / Malfunction	2	0.32%
Hazardous Situation - Hazard Non-Chemical - Electrical Hazard / Short Circuit	1	0.16%
Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision	3	0.47%
Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor	1	0.16%
Hazardous Situation - Hazardous Materials - Gas Leak / Gas Odor	10	1.58%
Hazardous Situation - Hazardous Materials - Carbon Monoxide Release	1	0.16%
Hazardous Situation - Investigation - Odor	3	0.47%
Hazardous Situation - Investigation - Smoke Investigation	2	0.32%
Medical	275	43.44%
Medical - Illness - Abdominal Pain / Problems	4	0.63%
Medical - Illness - Back Pain (Non-Trauma)	1	0.16%
Medical - Illness - Breathing Problems	52	8.21%
Medical - Illness - Cardiac Arrest	4	0.63%
Medical - Illness - Chest Pain (Non-Trauma)	49	7.74%
Medical - Illness - Convulsions / Seizures	19	3.00%
Medical - Illness - Diabetic Problems	3	0.47%
Medical - Illness - Heart Problems	19	3.00%
Medical - Illness - Overdose / Poisoning	3	0.47%
Medical - Illness - Pregnancy / Childbirth	3	0.47%
Medical - Illness - Psychological Behavior Issues	1	0.16%
Medical - Illness - Sick Case	5	0.79%
Medical - Illness - Stroke / CVA	22	3.48%
Medical - Illness - Unconscious Victim	8	1.26%
Medical - Illness - Well Person Check	3	0.47%
Medical - Illness - Altered Mental Status	11	1.74%
Medical - Illness - Nausea / Vomiting	1	0.16%

Summary - Incident Count by Primary Incident Type - Last 7 Days-copy

Battlefield FPD MO
Address: 4117 W 2nd St, Battlefield, MO, 65619



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT OF INCIDENTS	PERCENTAGE OF INCIDENTS
Medical - Illness - Unknown Problem	15	2.37%
Medical - Illness - No Appropriate Choice	5	0.79%
Medical - Injury / Trauma - Assault	2	0.32%
Medical - Injury / Trauma - Choking	1	0.16%
Medical - Injury / Trauma - Eye Trauma	1	0.16%
Medical - Injury / Trauma - Fall	15	2.37%
Medical - Injury / Trauma - Heat / Cold Exposure	1	0.16%
Medical - Injury / Trauma - Motor Vehicle Collision	17	2.69%
Medical - Injury / Trauma - Gunshot Wound	2	0.32%
Medical - Injury / Trauma - Hemorrhage / Laceration	3	0.47%
Medical - Injury / Trauma - Other Traumatic Injury	3	0.47%
Medical - Other - Medical Alarm	1	0.16%
Medical - Other - Standby Request	1	0.16%
Public Service	117	18.48%
Public Service - Citizen Assist - Lost Person	2	0.32%
Public Service - Citizen Assist - Person In Distress	2	0.32%
Public Service - Citizen Assist - Citizen Assist / Service Call	19	3.00%
Public Service - Citizen Assist - Lift Assist	27	4.27%
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	50	7.90%
Public Service - Alarms (Non Medical) - Gas Alarm	2	0.32%
Public Service - Alarms (Non Medical) - CO Alarm	7	1.11%
Public Service - Disaster / Weather - Weather Response	1	0.16%
Public Service - Other - Move-up	1	0.16%
Public Service - Other - Standby	6	0.95%
Rescue	3	0.47%
Rescue - Outside - Limited/No Access	1	0.16%
Rescue - Structure - Building Collapse / Structure Collapse	1	0.16%

Summary - Incident Count by Primary Incident Type - Last 7 Days-copy

Battlefield FPD MO
 Address: 4117 W 2nd St, Battlefield, MO, 65619



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT OF INCIDENTS	PERCENTAGE OF INCIDENTS
Rescue - Transportation (Land) - Motor Vehicle Collision Extrication / Entrapment	1	0.16%
No Emergency	159	25.12%
No Emergency - False Alarm - Malfunctioning Alarm	13	2.05%
No Emergency - False Alarm - Accidental Alarm	10	1.58%
No Emergency - False Alarm - Other False Call	2	0.32%
No Emergency - Good Intent - No Incident Found Upon Arrival / Location Error	22	3.48%
No Emergency - Good Intent - Controlled Burning (Authorized)	8	1.26%
No Emergency - Good Intent - Smoke From Nonhostile Source (Smoke Scare)	8	1.26%
No Emergency - Good Intent - Investigate Hazardous Release (Nothing Found)	3	0.47%
No Emergency - Cancelled	93	14.69%
Law Enforcement Support	4	0.63%
Law Enforcement Support	4	0.63%
Total	633	100.00%

Description: This report will provide a count of incidents based on the NERIS Primary Incident Type. Time frame defaults to last 7 days. Date range can be edited by clicking "edit" on the filter box in the upper right corner. Grouped by Primary Incident Group.

Criteria: Primary Incident Type is not null AND Incident Reporting Status in (Not Started, Incomplete, Pending Authorization, Authorized)

MO - Battlefield Fire Department
Safety Cloud® Report**Alert Totals****Drivers Alerted****750**

YTD 3,123

R2R Alerts sent**19**

YTD 79

R2R Alerts Received**13**

YTD 52

Incident Totals**Total Incidents****125**

YTD 437

Average Time On-Scene**16.0 min**

YTD 16.8 min

Run Totals**Total Runs****111**

YTD 420

Total Responding Time**506 min**

YTD 1,835 min

Average Time-to-Scene**4.6 min**

YTD 4.4 min

Drivers Alerted

Total drivers alerted; based on HAAS Alert enabled applications.

R2R Alerts Sent

Total number of Responder-to-Responder Alerts sent to nearby emergency vehicles.

R2R Alerts Received

Total number of Responder-to-Responder Alerts received by your emergency vehicles.

Total Incidents

Total number of times at least one vehicle arrived on-scene with lights engaged for 2+ minutes.

Average Time On-Scene

Average time duration per incident.

Total Runs

Total times a vehicle was dispatched to an incident with lights engaged for at least 1+ minute.

Total Responding Time

Total time vehicles/apparatus spent traveling to dispatched calls with lights engaged.

Average Time-to-Scene

Average time it took for dispatched vehicle to arrive on-scene.