

**NORTHEAST AMBULANCE & FIRE PROTECTION DISTRICT
(F/K/A/ NORMANDY FIRE PROTECTION DISTRICT)
MINUTES OF BOARD OF DIRECTORS MEETING**

DECEMBER 29, 2009 6:00PM

ORDER OF BUSINESS CONDUCTED

Call to Order:

The Northeast Ambulance & Fire Protection District Board of Directors held a meeting as follows:

Date: December 29, 2009

Place: 7100 Natural Bridge – Administration Building, Beverly Hills, MO 63121

The meeting was called to order at 6:30pm by Director Robert Edwards – Chair of the Board

Roll Call of Officers:

The roll was called and the following directors were present:

Robert Edwards, Chairman *Present*

Bridge Quinslik-Dailey, Director *Present*

Rhea Willis, Secretary-Treasurer *Present*

Public Comment, Correspondence and Petitions:

- A resident was concerned there had not been exit signs posted with fire extinguishers readily available.
- There was a discussion of the legal and professional services that were being provided to Director Willis and a resident questioned the bill for services from the attorney.
- A resident exclaimed that the meeting room was cold.

Reading & Approval of Previous Meeting Minutes:

The minutes for the Board Meeting held on December 15, 2009 were distributed in writing to the Directors December 29, 2009.

It was moved by Director Edwards, seconded by Director Willis, to approve the minutes as presented for December 15, 2009 with corrections

- Director Dailey requested a correction be made to the date. It should state a change from previously scheduled December 28 changed to December 29, 2009 6pm.

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The motion #1 carried by the following vote:

Robert Edwards, Chairman *Aye*
Bridge Quinslik-Dailey, Director *Aye*
Rhea Willis, Secretary-Treasurer *Aye*

FINANCIAL REPORTS:

Treasurer's Report:

- Director Willis read the balance of each account.
- A resident asked for a detailed summary of each account. Director Willis stated she would honor his request.

Fire District Accounts/Balance as of December 14, 2009

Truman Bank

General Fund Commercial Checking Account (General Revenue Account)	\$24,640.42
Pension Account	\$ 5,796.47
Super Saver Ambulance Fund Account (Ambulance Savings Account)	\$28,511.35
Public Relations Account (Public Relations for fire district community relations)	\$ 14.00
Truck and Equipment Account (Regular Savings for truck repair/maintenance)	\$ 2,080.53
Repo Sweep Account	\$1,550,636.18

Pulaski Bank

Public Funds Money Market Account	\$502,441.09
Public Funds Ambulance Account (Lock Box for ambulance insurance payments)	\$306,440.87

Unbudgeted bills to be paid:

The Check Register of Bills to be paid dated as follows was distributed in writing to the Directors December 29, 2009. It was moved by Director Edwards and second by Director Willis to pay the unbudgeted Bills. Director Quinslik-Dailey confirmed that the bill submitted by Anthony Weaver would not be paid.

The Motion #2 carried by the following vote:

Robert Edwards, Chairman *Abstain*
Bridge Quinslik-Dailey, Director *Aye*
Rhea Willis, Secretary-Treasurer *Aye*

Chief Medical Officer's Report: NO REPORT

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Fire Chief's Report:

The Fire Chief's report consisted of the personnel on duty with answers to questions from the December 15, 2009 meeting:

Personnel on duty: Full time – 33 employees, one on workman's comp.

- A resident asked for information regarding the number of paramedics, Emergency Medical Technicians, Firefighters with State Firefighter One and Two certifications as well as part time employees:
 - Full time Paramedics – 13, EMT – 15
 - Part Time Paramedics – 11, EMT-15 (note: There are 4 EMTs whom are awaiting to take their paramedic test or awaiting their paramedic license in the mail)
 - There are two full time employees who do not have either EMT or paramedic that are strictly firefighters.
 - Another health care provider 8 of the paramedics have is called Critical Care Paramedic. This is the level of an advanced practice paramedic. Their training is over approximately 12 weeks and includes credentialing in advanced procedures and protocols.
 - Chief Elgin explained that currently employees that have been hired as full time firefighters since 2007 all have State Firefighter one and two. There aren't any part time employees who have been hired to be firefighters. The part time employee's job is being on the ambulance only and **NO** firefighter tactics. However, there are members of the part time staff who have the St. Louis County Fire Academy training and State Firefighter one and two, but they are not allowed to ride the fire trucks or perform firefighting tactics.
- A resident asked who authorized the ambulances to be painted black and explained a concern for the color of the ambulance:
 - The resident was given a copy of the Department of Health and Senior Services Emergency Medical Services Regulations citing the "*Vehicle Design and Specifications Standards...Image elements (such as paint) may be altered to the agency's preference;*"
 - The Fire Chief explained the trucks were dedicated to the fallen emergency responders (Firefighters, EMTs, paramedics and police officers) that have died in the line of duty. A resident asked the questions why something wasn't placed on the trucks identifying that. The Fire Chief explained there was to be a dedication ceremony when the ambulances arrived, but it did not take place. Fire Chief Elgin again clarified with the resident that the ambulances were painted black to honor the emergency responders killed in the line of duty.
- A resident questioned the purpose of the numerous ambulances that are in the district. Chief Elgin explained that there are currently 3 in service ambulances for 24 hours as of December

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9, 2009. The other 3 ambulances at the administrative building are reserve ambulances in the case of maintenance or repair of the newer ambulances. The additional ambulance has been traded and is waiting to be picked up for a trade.

- A resident expressed a concern for too many ambulances in the fire district. Chief Elgin explained the need for 3 ambulances: currently the fire district EMS Division runs 20 to 25 calls a day. Running one ambulance is not sufficient for the needs of the population and call volume, but in addition to that the State of Missouri mandates that an EMS agency must have the amount of ambulances that are needed for the anticipated call volume. Another resident again asked if all three of the ambulances were in service everyday, 24 hours. Chief Elgin stated since December 9, 2009 the officers have been given a directive keeping all three ambulances in service 24 hours a day.
- A resident questioned the number of licensed health care providers that are actually on the ambulances. Chief Elgin explained one paramedic, one EMT. The designation of Critical Care Paramedic is reserved for paramedics who have obtained the additional level of certification.

Legal Officer Report:

Attorney Gray introduced the Special Master Judge Booker Shaw to the residents in the audience. Judge Shaw assured the residents that their concerns were heard and some of the concerns have been and are being addressed. Judge Shaw also stated that he intends to help the fire district to get the financial obligations under control, but he does not foresee spending several hours per day or week to accomplish this.

- A resident questioned Attorney Gray's credentials.

Reports and Comments of Other Officers, Consultants, Agents & Employees:

Committee Reports:

Pension: Chief Elgin announced a pension meeting for December 30, 2009 @ 12 noon. She invited employees and other interested parties. She stated the pension monies will be transferred to the employee's accounts & payroll corrections have been made and are complete, but more details may be obtained at the pension meeting on December 30, 2009 @ 12 noon. Approximately \$495,000.00 will be transferred to the trust account.

Ordinances: None

Resolutions: None

Old Business: None

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New Business: None

Resolution #115

Resolution to go into Closed Session of the Board of Directors of the Northeast Ambulance & Fire Protection district Board of Directors.

It was moved by Director Edwards and second by Director Willis to go into a closed meeting to discuss personnel.

The Motion #3 carried by the following vote to go into closed session:

Robert Edwards, Chairman	Aye
Bridge Quinslik-Dailey, Director	Aye
Rhea Willis, Secretary-Treasurer	Aye

Board of Directors went into Closed Session at 7:19pm.

Reconvening of Open Meeting

The Closed Session having adjourned, the open meeting of the Board was reconvened and called to order at 10:02pm, all Directors present.

Motioned by Director Quinslik-Dailey and seconded by Director Edwards to reconvene to open session meeting.

The Motion #4 carried by the following vote to go into open session:

Robert Edwards, Chairman	Aye
Bridge Quinslik-Dailey, Director	Aye
Rhea Willis, Secretary-Treasurer	Aye

It was motioned by Director Quinslik-Dailey and seconded by Director Willis to have a mandatory meeting on January 5, 2010 with the Chief Officers (Assistant Chiefs and Deputy Chiefs).

The Motion #5 carried by the following vote to have a mandatory meeting for Chief Officers:

Robert Edwards, Chairman	Aye
Bridge Quinslik-Dailey, Director	Aye
Rhea Willis, Secretary-Treasurer	Aye

The Chairman announced that the next meeting would be held Tuesday, January 5, 2010 in accordance with the District's By-laws and as posted on the Public Bulletin Board and the Fire House.

Director Edwards motioned and Director Willis seconded to adjourn the meeting.

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The Motion #5 to adjourn the meeting vote carried as follows:

Robert Edwards, Chairman *Aye*
Bridge Quinslik-Dailey, Director *Nay*
Rhea Willis, Secretary-Treasurer *Aye*

Adjournment:

The meeting adjourned at 10:15pm.

Certification: This is to certify that the foregoing is a true and accurate record of the minutes of proceedings for the meeting of the Board of Directors of the Northeast Ambulance & Fire Protection District held on the date fires set forth herein above.

By: _____
Linda A. Love-Tolbert, Recording Secretary

Approved this _____ day of _____, _____.

Robert Edwards, Chair of the Board

Attest: _____
Rhea Willis, Secretary of the Board