

**NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING**

**FEBRUARY 9, 2010
ORDER OF BUSINESS CONDUCTED**

Call to Order:

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

Date: February 9, 2010

Place: 7100 Natural Bridge, Administration Office Building, St. Louis MO 63121

The Meeting was called to order at 6:05p.m., by Director Rhea Willis – Acting Chair of the Board

Roll call of Officers:

The roll was called and the following directors were present:

Rhea Willis, Acting Chairman, Secretary-Treasurer	Present
Bridget Quinlisk-Dailey	Present

Reading & Approval of Previous Meeting Minutes:

The minutes for the Board meeting held on February 1, 2010 were distributed in writing to the Board of Directors on February 9, 2010.

It was moved by Director Willis seconded by Director Quinlisk-Dailey, to approve the minutes as presented for February 1, 2010.

The motion#1 carried by the following vote:

**NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING**

Director Willis **Aye**
Director Quinlisk-Dailey **Aye**

FINANCIAL REPORTS:

Treasurer's Report:

Acting Chairman Director Willis stated that it would be no Treasurer's Report today.

Unbudgeted Bills to be paid:

The check Register of Bills to be paid dated as follows was distributed in writing to the Board of Directors, February 9, 2010.

It was moved by Director Willis and second by Director Quinlisk-Dailey to pay the unbudgeted bills.

The motion #2 carried by the following vote:

Director Willis **Aye**
Director Quinlisk-Dailey **Aye**

It was moved by Director Quinlisk-Dailey and second by Director Willis to pay North Central in the amount of \$68,589.64 with fifty percent of funds coming from the Ambulance Account and fifty percent coming from the General Account of the Northeast Ambulance and Fire Protection District.

The motion #3 carried by the following vote:

**NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING**

Deputy Chief Garstang, gave a verbal report for Chief Elgin, it is as following:

- Chief Elgin submitted drafts for approval on Credit Card Policy, Petty Cash Policy, Definition of Contingency Fund and Financial Control Plan.
- Chief Elgin submitted a request for 2 to 3 lateral file cabinets to be placed in the records room.
- Chief Elgin submitted recommendations to pay North Central Fire Alarm in the amount of 68,589.64. Fifty percent of funds will come out of the General Fund Account and the other fifty percent will come out of the Ambulance Account.

Legal Officers Report:

Legal Officer Gray reported on the RFP's and its deadline date and articles submitted in three newspapers, the Business Journal, Countain and the St Louis American.

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

Committee Reports:

Director Willis discussed Resolution in recognition of Chief Elgin receiving recognition from the NAACP being Missouri's First African American Female Fire Chief.

Pension: None

Ordinances: None

Old Business: None

New Business: None

NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT

MINUTES OF BOARD OF DIRECTORS MEETING

Fixing Date and Place of Next Meeting

It was moved by Acting Chairman Director Willis and seconded by Director Quinlisk-Dailey that the regular open meeting would be held on Tuesday, February 16, 2010 at 6:00 PM at the district administration building, 7100 Natural Bridge.

The Motion #6 carried by the following vote:

Director Willis Aye

Director Quinlisk-Dailey Aye

Public Comment, Correspondence and Petitions:

- A resident ask why the money due to North Central Fire Alarm had increased from \$3,719.95 in the third quarter of 2009 to \$64,869.69 in the fourth quarter of 2009.
- Deputy Chief Garstang answered that this was a result of the method and time of year that tax revenues are received by the district.

- A resident ask how the district pays the bill to North Central.
- Deputy Chief Garstang answered that past practice had been to remit tax revenues when received. As the district receives tax revenues on a monthly basis, funds were remitted to North Central on a monthly basis. At some point North Central started to remit a quarterly invoice to the district.

NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT

MINUTES OF BOARD OF DIRECTORS MEETING

- A resident ask from which ambulance account the 50% would be withdrawn from to pay North Central.
- Deputy Chief Garstang answered that the district has two accounts at Pulaski Bank a savings account and money market account. Money from the ambulance savings account would be used to pay North Central.
- A resident stated that it took a lot of time for an ambulance unit to get to a call and that a Berkeley fire truck responded to the call. He asks why Berkeley had responded.
- Director Willis advised him that his question was taken under advisement and the situation will be investigated.
- A resident ask if those employees under investigation by the Missouri Ethics Commission were still employed.
- Director Willis stated that this investigation is unrelated to the district and that yes, they still are employed.
- A resident stated that the district has a yearly budget in excess of two million dollars but only one million seven hundred thousand in the bank to pay this plus the other operations of the district.
- Director Willis stated that the board is currently trying to resolve these financial issues and develop a plan.
- A resident stated that the board should be careful about the use of funds from the ambulance revenue to pay North Central. He believes it is state law that only a percentage could be used for this.

NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING

- Director Willis acknowledged his comments and they would be taken under advisement.
- A resident asked why are the questions that are put in the minutes not answered.
- Director Willis advised that in the future answers would be part of the minutes.
- A resident asked why the directors meeting minutes are not available sooner.
- Attorney Gray answered that it had been agreed that minutes would be available for the previous meeting. Minutes for the current meeting are not signed and approved until the next meeting.
- A resident asked if the ambulance service was cost effective and self supportive.
- Director Willis advised him that his question was acknowledged and will be taken under advisement.
- A resident stated that in the fire chief's report, the chief had requested file cabinets and if that had been approved.
- No answered was given about the file cabinets.
- A resident asked why Director Quinlisk-Dailey had not approved the code of ethics.
- Director Quinlisk-Dailey advised that she wanted to have her attorney, Mary Creamer, review it.

**NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT
MINUTES OF BOARD OF DIRECTORS MEETING**

- A resident asked if the board had not dismissed the employees that the Board had problems with and why had Director Quinlisk-Dailey voted against dismissal. If there were questions about funding salaries for the year this may help. It appears that there is no solidarity between the boards members, why are the Directors not moving forward together?

- Director Quinlisk asked the resident how he knew that they may be fired.

Resolution #121 - Resolution to go into Closed Session of the Board of Directors of the Northeast Ambulance and Fire Protection District.

It was moved by Director Willis and second by Director Quinlisk-Dailey to go into closed meeting to discuss personnel and legal actions.

The Motion #7 carried by the following vote to go into closed session:

Director Willis	Aye
Director Quinlisk-Dailey	Aye

Board of the Directors went into Closed Session at 7:00p.m.

Reconvening of Open Meeting

The Closed Session having adjourned, the open meeting of the Board was reconvened and called to order at 8:30 pm, all Directors present.

It was moved by Director Willis and seconded by Director Quinlisk-Dailey to reconvene to open session meeting.

The Motion #8 carried by the following vote:

Director Willis	Aye
------------------------	------------

NORTHEAST AMBULANCE AND FIRE PROTECTION DISTRICT

MINUTES OF BOARD OF DIRECTORS MEETING

Director Quinlisk-Dailey Aye

Adjournment:

It was moved by Director Quinlisk-Dailey and seconded by Director Willis to adjourn at 8:34 PM.

The Motion #9 carried by the following vote:

Director Willis Aye

Director Quinlisk-Dailey Aye

The meeting was adjourned at 8:36p.m.

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 and Fire Protection District held on the date first set forth herein above.

By: _____

Linda A. Love-Tolbert, Recording Secretary

Approved this _____ day of _____, _____.

Rhea Willis, Acting Chair and Secretary of the Board

Attest: _____

Bridget Quinlisk-Dailey, Director