

**BOONE COUNTY FIRE PROTECTION DISTRICT**  
**OPEN BOARD MEETING MINUTES**  
**July 18, 2018**

The Board of Directors of the Boone County Fire Protection District met on Wednesday, July 18, 2018 at 5:30 PM at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Chairman David Griggs, Board Member John Sam Williamson, Board Member David Ritchie, Fire Chief Scott Olsen, Bureau Director Josh Creamer, Bureau Director Gale Blomenkamp, Bureau Director Shawna Schnieders and Attorney Jeff Parshall.

Chairman Griggs called the meeting to order at 5:30 p.m.

Board Member Williamson made a motion to accept the agenda as amended allowing for the Williams Keepers presentation to be first. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member David Shorr – Absent
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins - Absent
- Chairman David Griggs – Yes

Chairman Griggs called for public comment. No public comment.

Chairman Griggs introduced the Audit Team from Williams Keepers, Mrs. Heidi Chick, Mrs. Amanda Schultz and Mrs. Kristen Brown. Heidi referred the board to their packet and went through the initial documentation and Amanda finished with the presentation of the financial statements and board documentation. Board Member Williamson made a motion to accept the audit and financials as presented. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member David Shorr – Absent
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Absent
- Chairman David Griggs - Yes

Board Member Ritchie made a motion to accept the June 13, 2018 regular meeting minutes. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member David Shorr – Absent
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Absent
- Chairman David Griggs – Yes

Board Member Williamson presented the June 2018 financials. Financial Statements accepted as presented.

Bureau Director Blomenkamp advised the board that the Roof Request for Proposal had been advertised. A preplan meeting would take place at 10:00 on Monday the 23<sup>rd</sup> and the bid opening would be July 30.

Bureau Director Schnieders advised that staff would be going out for bid on all general liability insurance for facilities, apparatus and equipment.

Bureau Director Schnieders presented the Information Technology Upgrades document detailing the information technology needs to prepare the stations and upgrade the headquarters and training center to provide the computer information needed. The cost to make the upgrades would be \$103,000 as outlined in the documentation. A motion was made by Board Member Williamson to authorize the encumbrment of the \$103,000 for Informaton Technology Upgrades as presented utilizing the Capital and Contingency Budget. Motion was seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

Board Member David Ritchie - Yes  
Board Member David Shorr – Absent  
Acting Chairman John Sam Williamson – Yes  
Board Member Bill Watkins - Absent  
Chairman David Griggs – Yes

Bureau Director Schnieders referred the board to the two Purchase Orders in their packet to ESRI (GIS) for \$15,037.94 and Southern Computer Warehouse for \$12,170.20. The ESRI invoice is the annual subscription for our GIS software and associated needs. The Southern Computer Warehouse is for computers that will be installed in stations, which is purchased on a buyboard state bid. A motion was made by Board Member Ritchie to authorize the issuance and payment of the ESRI purchase not to exceed \$15,037.94 and Southern Computer Warehouse not to exceed \$12,170.20. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

Board Member David Ritchie - Yes  
Board Member David Shorr – Absent  
Acting Chairman John Sam Williamson – Yes  
Board Member Bill Watkins - Absent  
Chairman David Griggs – Yes

Bureau Director Schnieders stated that the Paramedic Agreement for Lake West Ambulance was our agreement template. A motion was made by Board Member Williamson to authorize the Lake West Ambulance Agreement and authorize the Chairman to sign. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

Board Member David Ritchie - Yes  
Board Member David Shorr – Absent  
Acting Chairman John Sam Williamson – Yes  
Board Member Bill Watkins - Absent  
Chairman David Griggs – Yes

Bureau Director Creamer referred the board to the eligibility list for the 2018-2 recruit class. He stated that interviews had taken place and physicals would be conducted on Friday, July 20. A motion was made by Board Member Williamson to authorize the 2018-2 Recruit Class Eligibility list for membership based upon successful physical completion. Motion was seconded by Board Member Rithcie. No further discussion. A roll call vote was taken:

Board Member David Ritchie - Yes  
Board Member David Shorr – Absent  
Acting Chairman John Sam Williamson – Yes  
Board Member Bill Watkins - Absent  
Chairman David Griggs – Yes

Bureau Director Creamer stated that Executive Staff had conducted Station Manager Interviews for Stations 9 and 12. Bureau Director Creamer stated that staff would like to request the Board approve Firefighter Cody Cook for the Station 9 Station Manager and Lieutenant Jeremiah VanBlack for the Station 12 Station Manager. A motion was made by Board Member Williamson to authorize the Station Manager position for Station 9 as Firefighter Cody Cook and Station 12 as

Lieutenant Jeremiah VanBlack. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

Board Member David Ritchie - Yes

Board Member David Shorr – Absent

Acting Chairman John Sam Williamson – Yes

Board Member Bill Watkins - Absent

Chairman David Griggs – Yes

The following other events/meetings are scheduled:

August 8, 2018 at 4:00 PM Budget Work Session

August 15, 2018 at 5:30 PM Public Hearing followed by Regular Board Meeting

Meeting adjourned at 6:45 PM.

Respectfully Submitted,

Approved by:

Shawna Schnieders  
Administrative Bureau Director

David Griggs  
Chairman