

BOONE COUNTY FIRE PROTECTION DISTRICT
OPEN SESSION MINUTES
February 20, 2019

The Board of Directors of the Boone County Fire Protection District met on Wednesday, February 20, 2019 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 Shorr, Board Member David Ritchie, Fire Chief Scott Olsen, Bureau Director Josh Creamer, Bureau Director Gale Blomenkamp and Bureau Director Shawna Schnieders.

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

A motion was made by Board Member Shorr to adopt the agenda as presented. Seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

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

Chairman Griggs called for public comment. No public comment.

A motion was made by Board Member Shorr to approve the January 16, 2019 Regular Meeting minutes 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 – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Absent
- Chairman David Griggs – Yes

A motion was made by Board Member Williamson to approve the February 6, 2019 Special Open Meeting minutes 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 – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Absent
- Chairman David Griggs – Yes

Board Member Williamson presented the January, 2019 Financials. The January, 2019 Financials were accepted as distributed.

Fire Chief Olsen gave a brief discussion as to the fire hydrant discussion. Discussions are currently held with the water district's as to the need, the abilities and the requirements for fire hydrants in Boone County.

Bureau Director Creamer gave a brief summary of the annual training requirements for each year and how these requirements are handled.

Fire Chief Olsen gave a brief update and provided a map of parcels within five miles of our Sturgeon and Centralia Fire Stations with regard to the Audrain County discussion.

Fire Chief Olsen presented the board with the 2018 Goals Review document. Discussion was held as to the accomplishments and those that were moved with justification.

Fire Chief Olsen presented the board with the 2019 Goals document for the Fire District.

Fire Chief Olsen stated the St. Clair Ambulance District contract was our template agreement. A motion was made by Board Member Shorr to authorize the St. Clair Ambulance District Paramedic Agreement as presented and authorize the Chairman to sign. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

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

Fire Chief Olsen stated that staff had put the Lawn Care request for proposal out and it is due on February 28, 2019. The only difference from previous years is there is a three-year renewal option.

Fire Chief Olsen stated that during a number of trainings MO-TF1 and the Fire District utilize hotel rooms for our members or attendees to stay. Staff had requested bids from a number of hotels at the connector and felt that for the price of \$79/\$89 Drury Inn had the best option with a full breakfast and evening meal for our members. A motion was made by Board Member Shorr to authorize the agreement 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 – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Absent
- Chairman David Griggs – Yes

Fire Chief Olsen referred the board to the FEMA Program Directive 2018-12 with regard to the Communications purchases. This is additional monies that has been set aside over the last four cooperative agreements to purchase the required items pre the program directive. A motion was made by Board Member Shorr to authorize the required and optional purchases in accordance with Program Directive 2018-12 not to exceed the \$183,569.00 encumbered for these purchases. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

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

Fire Chief Olsen stated the trailer that was damaged during the Hurricane Florence in North Carolina had finally been repaired and Perry Legend Collision had invoiced for the complete amount which is \$12,220.01. A motion was made by Board Member Ritchie to authorize the payment to Perry Legend Collision in the amount of \$12,220.01. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes

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

Bureau Director Schnieders stated that staff has started reviewing personnel policies and it was determined that there were a couple that had fairly simplistic changes:

- Sick Leave – As presented - change the requirement of utilizing four hours at a time to use as needed and that a doctor authorized return to work, not a supervisor.
- Illness/Injury – As presented – took out the insurance provider and made the policy more generic. Also increased the weekly benefit amounts from \$600 to \$1200.

A motion was made by Board Member Williamson to authorize and approve the changes as presented to both the Sick Leave and the Illness/Injury policy. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

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

A motion was made by Board Member Williamson to enter into closed session pursuant to RSMo 610.021 (1),(3). Motion was seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

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

Discussion was held. A motion was made by Board Member Shorr to authorize a merit increase to Heather Cummins by two steps in accordance with the salary spreadsheet. 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 – Yes
Board Member John Sam Williamson – Yes
Board Member Bill Watkins – Absent
Chairman David Griggs – Yes

A motion as made by Board Member Williamson to adjourn closed session at 7:34 PM. Motion seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

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

Board Member Shorr thanking Chief Olsen, Assistant Chiefs Leake and Blomenkamp for attending the legislative breakfast.

Chief Olsen briefed the board of the G506 accident.

Motion by Board Member Shorr to adjourn open session at 7:40pm.

Respectfully Submitted,

Approved by:

Shawna R. Schnieders
Administrative Services Bureau Director

David Griggs
Chairman