

BOONE COUNTY FIRE PROTECTION DISTRICT

April 15, 2020

The Board of Directors of the Boone County Fire Protection District met on Wednesday, April 15, 2020 at 5:30 PM, at the Administration Office located at 2201 I-70 Drive NW, Columbia, Missouri. Those present were: Chairman Dave Shorr (via video), Board Member John Sam Williamson (via video), Board Member David Ritchie (via video), Board Member Bill Watkins (via video), Board Member Jay Turner (via video), Attorney Jeff Parshall (via video), Fire Chief Scott Olsen, Assistant Chief Chuck Leake, Bureau Director Gale Blomenkamp, Captain Chuck Doss and Bureau Director Shawna Schnieders.

Chairman Shorr called the meeting to order at 5:30 PM via RingCentral Video Conference virtual meeting.

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

- Board Member David Ritchie – Yes
- Board Member John Sam Williamson – Yes
- Board Member Jay Turner - Yes
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Chairman Shorr called for public comment via telephone. No public comment.

A motion was made by Board Member Watkins to approve the February 19, 2020 board minutes with amendment to add that the Oath of Office was administered to Jay Turner. Motion was seconded by Board Member Ritchie. No further discussion. A roll call was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Abstained due to being absent
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

A motion was made by Board Member Watkins to approve the March 18, 2020 board minutes as presented. Motion was seconded by Board Member Ritchie. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Abstained due to being on telephone
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Board Member John Sam Williamson presented the March, 2020 Financials. The March, 2020 Financials were accepted as distributed.

Fire Chief Olsen presented the Strategic Plan, Organizational Chart and Position Descriptions to the Board. Chief Olsen stated this was the direction staff would like to see the Fire District going to. Additional information would be forthcoming with timelines with regard to the goals stated. Chief Olsen also stated that the three positions would be opened up on Monday, April 20, 2020. The closing date for these three positions would be May 4, 2020. The interview process will begin on May 5, 2020 with the anticipation of bringing three people to the board at the May 20, 2020 board meeting.

Discussion was held. Board Member Watkins would like to see a recruitment and retention plan. Chief Olsen stated we will share with staff over the next couple of weeks. Board Member Shorr would like for these to be prioritized and allocation of these goals. Chief Olsen stated there would be an annual review of the strategic plan and the accomplishments. A motion was made by Board Member Watkins to accept the position descriptions as presented and permit the hiring process to begin for the three positions. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Chairman Shorr administered the Oath of Office for John Sam Williamson and Jay Turner.

A question was asked of Attorney Parshall with regard to how we are allowed to hold this meeting via electronic means. Attorney Parshall stated that there is a statute conflict, however, it is his legal opinion that this means is permissible under the circumstances surrounding COVID 19.

A motion was made by Board Member Turner to continue with the same slate of officers which are as follows:

- Chairman: David Shorr
- Treasurer: John Sam Williamson
- Secretary: Bill Watkins

Motion seconded by Board Member Watkins. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Motion by Board Member Watkins to approve Purchase Order 2020-0361 from Plug Chargers, LLC to purchase PPE that was needed emergently due to the COVID 19 pandemic in the amount of \$90,000.00. Motion seconded by Board Member Williamson . No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Chief Olsen stated that ESRI is our GIS software extension agreement for online licensing and the server that is in drone apparatus which is used for wide area search. A motion was made by Board Member Watkins to approve Purchase Order 2020-0381 to ESRI in the amount of \$18,000.00. Motion seconded by Board Member Williamson. No further discussion. A roll call vote was taken:

- Board Member David Ritchie – Yes
- Board Member Jay Turner – Yes
- Board Member John Sam Williamson – Yes
- Board Member Bill Watkins – Yes
- Chairman Dave Shorr – Yes

Chief Olsen stated that the Mattel agreement extension is allowing Mattel to make replicas of our apparatus. This agreement has been approved by Attorney Parshall. A motion was made by Board Member Ritchie to accept the agreement and authorize the Chairman to execute. Motion seconded by Board Member Williamson . No further discussion. A roll call vote was taken:

Board Member David Ritchie – Yes

Board Member Jay Turner – Yes

Board Member John Sam Williamson – Yes

Board Member Bill Watkins – Yes

Chairman Dave Shorr – Yes

Fire Chief Olsen stated the Fire District had changed its operating policy which requires all of our people to maintain social distancing in the field. All interiors of buildings are considered hot. Must be in level D protection within six feet of others. Staff has restricted visitors to stations. Wildland PPE is to being used for all medical calls. We had one person on the fire district acquire COVID 19 on his job. He was quarantined and has recovered. He will come back to the district within the next week. Chief Olsen relayed we are spending a large amount of time on the COVID 19 and plans are being made to determine how we are going to continue providing trainings and needed information to our members throughout this unknown time.

Motion by Board Member Shorr to adjourn open session at 7:10 pm.

Respectfully Submitted,

Approved by:

Shawna R. Schnieders
Administrative Services Bureau Director

David Shorr
Chairman