

St. Matthews Fire Protection District Board of Trustees
February 10, 2022

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on February 10, 2022 at the district's headquarters: 240 Sears Avenue, Louisville KY 40207.

Present were Chairman Rick Tonini, Secretary Mike Abell, Treasurer Nick Heilmann, Trustee Marshall Bradley, Trustee Christine Kesler, Trustee Chris Mooser, and Trustee Kathy Wrigley. Also present were Chief William Seng, Assistant Chief Stuart Monohan, Assistant Chief Mike Riordan, Major David Joels, Major Mike Richardson, Major Patrick Montague, Captain Ryan Helton, Sergeant Bobby Agnew, Sergeant Joe Bewley, Sergeant Gabor Greffer, Firefighter Brandon Clark, Firefighter Phillip Neuner, Firefighter Jared Schlossnagle, Firefighter Paramedic Chris Early, Attorney Mark Leach, Accountant Robin Roberts, Human Resource Manager Michael Frantz, and Administrative Assistant Terri Livers.

Chairman Tonini called the meeting to order at 4:02 PM.

Minutes

The minutes for the January 13, 2022 meeting were approved. Motion by Secretary Mike Abell. Second by Treasurer Nick Heilmann. Motion Carried.

Treasurer Report

Treasurer Nick Heilmann and Accountant Robin Roberts went over the financial comments distributed with the board package for the month of January. Accountant Robin Roberts mentioned that now would be the time to consider a review of the district's investments, given that we are at our peak of tax revenue for this fiscal year. Discussion held regarding interest rates and the negligible benefits of short term investments at this time. Accountant Roberts also reported that the final lease payment was made on the phone system purchased three years ago, and the EMS startup loan will be paid off in May. Trustee Marshall Bradley asked for a general analysis of our 6 month projected cash flow.

The Disbursement Detail report was approved by Motion of Secretary Mike Abell. Second by Trustee Christine Kesler. Motion Carried.

Old Business – None

New Business – None

Fire Chief's Report / Fire Department Operations

Chief Seng provided the following update:

- Hero Pay – Nothing new to report on the distribution of ARPA funds to the suburban fire service.
- ETAs on the new ambulance and fire apparatus are unknown, due to continued backlogs in the supply chain.
- Expenditure Authorizations – Chief Seng presented each of the following expenditure authorizations, noting their budgeted status (all) and whether they were to fall under operations or capital. Discussion held with questions answered for each of the proposed purchases. A suggestion was made to begin moving more of our hard copy documents to image based. A component of that task will be taken into consideration for digital onboarding/off-boarding of personnel in the next fiscal year budget, along with additional IT infrastructure.

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1. Americas Bravest Equip. Co – Thermal Imaging Camera = \$3,798
2. Anchor Remodeling / H2O Plumbing – ST 1 Shower Remodel for Decon = \$8,000
3. Eagle Paper – New Chairs for Downstairs Classroom ST 1 = \$6,000
4. Fire Department Service & Supply – #5 Battery Operated 9” Cut Off Saws = \$6,500
5. Willis Klein – #2 Fire King Fire Proof File Cabinets for ST 1 EMS Records = \$4,900

Motion of approval by Trustee Marshall Bradley. Second by Trustee Kathy Wrigley. Motion Carried.

Legislative - Assistant Chief Riordan reported on a bill that has been withdrawn but may be rewritten this session as an add-on or through future legislation, to eliminate the Certificate of Need process for ambulance services. He, Chief Howser and Chief Adam Jones have met with the Representative Ken Flemming and the Kentucky Hospital Association to dialogue on the pros and cons of their push to eliminate the Kentucky Board of EMS and place ambulance providers under the auspices of the Kentucky Cabinet for Health and Family Services.

Building & Grounds - Assistant Chief Monohan reported that all apparatus, with the exception of 2636 which has been down for months waiting for parts, are currently on line. All of the grant funded radios have arrived and are in the process of being programmed. We have received two state grants; one for fire gear (three sets to be purchased) and one for a thermal imaging camera (see above EA for TIC to be purchased from Americas Bravest Equipment Company).

Human Resources – Human Resource Manager, Michael Frantz reported the following:

- Newly transferred from EMS to Fire, Firefighter Paramedic Christopher Early, and Firefighter Jared Schlossnagle, who became a full-time employee with the January 31 retirement of Firefighter Sam McCune, were both officially sworn-in. Secretary Mike Abell administered the Oath of Office.
- Major Mike Richardson recently announced his retirement that will take place before the end of the current fiscal year. Major Richardson, who has led the training division for twenty years was recognized for his outstanding leadership and service. Current members of the department have been given the opportunity to apply for this position.
- Firefighter Luke Donovan has accepted a Firefighter position in Pittsburgh where his family is located, and will be leaving St. Matthews on March 14. A replacement for his spot is currently being sought.
- Two new EMS employees were recently hired: Paramedic Amelia Herndon and (soon to be) paramedic Phillip Roach will begin on February 19.
- Board members were provided with hard copy policy proposals for Non-FMLA Maternity/Paternity and Military Leave, for review and consideration of approval at the March meeting.
- Policy review of current PTO (sick/vacation), and development of a fitness testing program were discussed. Trustee Mooser will meet with Secretary Abell and HR Manager Frantz prior to the March meeting to discuss in further detail. Secretary Abell and HR Manger Frantz are registered to attend a conference on public safety fitness in April.

EMS Update – Assistant Chief Riordan reported on the EMS response statistics provided with the board package. Of note for January, are the continuing issues of responding west of I-65 (12% of volume) and hospital holdover, which is especially troublesome at two of the hospitals. Data collection is underway that will be used to support an approach for hopeful resolution with Louisville Metro on their lack of providing adequate coverage throughout the urban area, and hospitals that are responsible to assume patient control once transport is complete.

A proposal to increase our (2016) EMS billing rate is still being reviewed and may be ready for board approval at the March meeting.

Adjournment

The next Jefferson County Suburban Fire Service meeting is scheduled for 6:30 PM on July 13, 2022 at Fern Creek FPD # 1.

The next St. Matthews Fire Protection District Board of Trustees meeting is regularly scheduled for March 10, 2022 at 4:00 PM.

There being no further discussion to be brought forth, the meeting was adjourned at 4:59 PM by Motion of Secretary Mike Abell. Second by Treasurer Nick Heilmann. Motion Carried.


Chairman


Secretary

Supporting documents as referenced may be obtained by contacting the St. Matthews Fire Protection District.