

**St. Matthews Fire Protection District
Board of Trustees
July 13, 2023**

A meeting of the St. Matthews Fire Protection District Board of Trustees took place on July 13, 2023, at the district's headquarters: 240 Sears Avenue, Louisville KY 40207.

Board members present were Chairman Rick Tonini, Secretary Kathy Wrigley, Trustee Marshall Bradley, Newly Appointed Board Member Jim Seiler, and Newly Elected Board Member Brendan Montgomery. Trustee Michael Abell attended remotely via video conference.

Also present were Chief Nicholas Clark, Deputy Chief Stuart Monohan, Assistant Chief Frank Flynn, Assistant Chief Mike Riordan, Human Resource Manager Michael Frantz, Accountant Robin Roberts, Attorney Mark Leach, Major Greg Crabb, Major Rick Baker, Fire Marshal Stephen DunLany, Captain Joe Bewley, Paramedic Sergeant Chris Becker, Sergeant Byron Richardson, Firefighter Cody Burton, Firefighter Jared Schlossnagle, Firefighter Christian Zoeller, and Administrative Assistant Terri Livers. Chris Cottingim from 5253 Design Group also stopped in to provide an update on the bunkroom project, and contractual documents for signature.

Chairman Rick Tonini called the meeting to order at 4:05 PM.

The minutes for the June 8, 2023, meeting were approved by motion of Secretary Kathy Wrigley. Second by Trustee Marshall Bradley. Motion Carried.

Treasurer's Report

Accountant Robin Roberts referenced the Comments to Financials distributed with the board package. Work on the FYE June 30, 2023 audits (regular and special for grant funds received) has begun with preliminary onsite work to be conducted on Thursday, July 20. It was noted that request for proposals will be sought in February, 2024 for the FYE June 30, 2024 audit.

Approval of the June expenditures were motioned by Trustee Marshall Bradley. Second by Secretary Kathy Wrigley. Motion Carried.

Old Business

Audit – See above reference recorded with the Treasurer's Report.

Station 1 Bunkroom Project – Chief Clark reported that the dorm area has been cleared and is ready for the work to begin. Chris Cottingim of 5253 Design Group reported on the project status and delivered a new set of plans that were revised for the ceilings. Chairman Rick Tonini signed the contract to proceed with the renovation.

New Business

Election Committee Report – Secretary Kathy Wrigley presented the certified election committee report from the June 24, 2023 election of fire district member representative. Captain Brendan Montgomery received a majority of votes cast by the voting membership for the July 1, 2023 – June 30, 2027 term of office.

Swearing-In of Newly Appointed and Elected Board Members – Secretary Kathy Wrigley administered the Oath of Office to newly appointed member Jim Seiler and newly elected member Brendan Montgomery. Upon completion of the oaths, Attorney Mark Leach suggested that all previous motions passed in this meeting be ratified by the full board.

Motion by Secretary Kathy Wrigley to ratify all previous motions passed in this meeting. Second by Trustee Marshall Bradley. Motion Carried.

Annual Election of Officers

Chairman – Motion by Trustee Kathy Wrigley to nominate Trustee Rick Tonini as Chairman of the St. Matthews Fire Protection District. Second by Trustee Jim Seiler.

Secretary – Motion by Trustee Marshall Bradley to nominate Trustee Kathy Wrigley as Secretary of the St. Matthews Fire Protection District. Second by Trustee Jim Seiler.

Treasurer – Motion by Trustee Marshall Bradley to nominate Trustee Michael Abell as Treasurer of the St. Matthews Fire Protection District. Second by Trustee Brendan Montgomery.

Motion by Trustee Marshall Bradley to close the nominations. Second by Trustee Kathy Wrigley. Motion Carried.

Motion by Trustee Marshall Bradley to accept the slate of nominations. Second by Trustee Brendan Montgomery. Motion Carried.

Fire & EMS Operation Report

Fire Report – Chief Clark reported on plans to put five new hires, plus two paramedic transfers in the AMFEMS Fire Academy that will begin July 17. Two new EMT's have also been hired. New hire orientation conducted on July 14. Chief Riordan reported that two of our current EMTs have recently become paramedics. We are very fortunate to have a good number of paramedics working for the department. Twelve have applied for the three EMS Battalion Chief positions that will be filled in August. Trustee Abell asked if any scheduling changes are planned to reduce the occurrence of mandatory overtime. None were announced at this time.

EMS Statistics – Assistant Chief Mike Riordan provided the statistics for June and detailed concerns with the number of responses (47%) that our units are making within the urban services district. We are working with the suburban fire districts and MetroSafe to identify problems with the new CAD and Louisville Metro's reduction of emergency medical service that they are providing to their constituents.

The 2023 Kentucky General Assembly heard, and is responding to service level complaints, with the development of a task force that will be offering local, listening committee meetings, for which we will have a voice along with the other suburban fire districts. Our fiduciary responsibility to the taxpayers of St. Matthews was stressed in this conversation. Assistant Chief Riordan will be in touch with Louisville Metro Council member Paula McCreary to discuss presenting at one of the committee meetings.

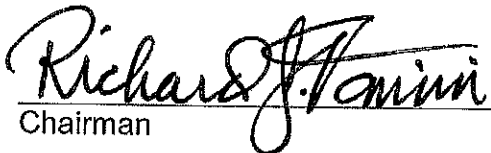
Executive Session – The board went into executive session at 5:04 for the discussion of personnel matters. Motion by Secretary Kathy Wrigley. Second by Trustee Marshall Bradley. Motion Carried. The executive meeting concluded at 6:21 with no action taken. Motion by Trustee Marshall Bradley to end the executive session. Second by Trustee Brendan Montgomery. Motion Carried.

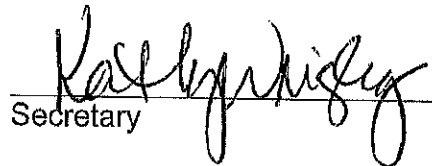
Adjournment

There being no further discussion to be brought forth, the meeting adjourned at 6:22 PM. Motion by Trustee Jim Seiler. Second by Trustee Marshall Bradley. Motion Carried.

The next meeting of the St. Matthews Fire Protection District Board of Trustees is scheduled for 4:00 PM on Thursday, August 10, 2023.

The next meeting of the Jefferson County Suburban Fire Service is tentatively scheduled for January 18, 2024.


Chairman


Secretary

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