

**Glen Carbon Fire Protection District  
199 South Main Street  
Glen Carbon, Illinois 62034**

**April 25, 2023 – Minutes of District Regular September Board Meeting.**

The Meeting was convened at 7:00 pm by Trustee Harris.

**ROLL CALL**

- Trustees present: Trustee Harris, Trustee Humes, Trustee Dunn, Trustee Woolsey.
- Trustees absent: Trustee Williams.
- Fire/EMS Management Present: Chief Whitaker, Deputy Chief Hood
- Fire Fighters/EMS and others present: Capt. Alex Campbell, Lt Johnny Warren, Lt. Gregory DeSutter, Alex McClinton, James Schulte, Chad VanRyn, and Ralph Well.

Notice given that items on the agenda may be taken out of order.

**INPUT FROM PUBLIC**

- None.

**APPROVAL OF LAST MEETING MINUTES**

- Trustee Woolsey moved to approve the March 28<sup>th</sup> Regular and Special Meeting Minutes and Trustee Humes seconded. The March minutes were approved as written, 4 Yes votes.

**COMMUNICATIONS:**

- Chief Whitaker read a letter from Homefield Energy of formal notice for a NITS rate change due to a regulatory event per the Change in Law Section of the Electric Services Agreement #C-00104702, dated 07/08/22.
- Chief Whitaker presented communications on a GCFPD vehicle with a due emissions test.
- Chief Whitaker read the 11 April 2023 Safety Team Meeting Minutes.
- Chief Whitaker read the 10 April 2023, Illinois Public Risk Fund Fire Gap Analysis and 05 April 2023 IPRF Loss Control Services letter.
- Chief Whitaker read the letter to Josh Addis Trucking, Inc. and the accompanying Certificate of Appreciation the GCFPD presented to Mr. John Pyers regarding his actions on 15 April 2023.
- Chief Whitaker read the notice of a recent new address, 244 Meridian Oaks Dr., in the GCFPD area of responsibility.
- Chief Whitaker read the letter from the Madison County Treasurer regarding the 2021 Real Estate taxes and 2022 Mobile Home taxes for 017 Glen Carbon Fire.

**PRESENTATIONS**

- None

**ANNUAL CALENDAR CHECKLIST:**

- Trustee Harris indicated that statements of Economic Interest needed to be filed with the County Clerk.
- Trustee Harris discussed the upcoming office taking of reappointed and elected trustees.
- Trustee Harris discussed the forming of a Local Government Efficiency Committee.

TREASURER’S REPORT:

- Trustee Humes presented the August Treasurer’s report:

	FIRE	EMS	TOTAL
Beginning Balance	1,455,004.95	1,113,060.82	2,568,065.77
Deposits	42,545.24	82,418.86	124,964.10
Expenditures	<u>(89,248.99)</u>	<u>(194,787.64)</u>	<u>(284,036.63)</u>
Net Activity	46,703.75	112,368.78	159,072.53
Ending Balance	<u>1,408,301.20</u>	<u>1,000,692.04</u>	<u>2,408,993.24</u>
Bank Balance	<u>1,399,846.69</u>	<u>1,065,922.89</u>	<u>2,465,769.58</u>

- Trustee Humes reported on all Disbursements over \$2000.
- Trustee Humes discussed the Profit Loss Statement is not current and Chief Whitaker and Deputy Chief Hood are going to meet with accountant to address.
- Trustee Humes discussed
- A motion was made by Trustee Harris, 2<sup>nd</sup> by Trustee Woosley to approve the Treasurer Report as presented. Motion passed 4 yes votes.

CHIEF’S REPORT -- Chief Whitaker presented the following information:

- Total Calls for the month of March were 187
- EMS Call Summary
 

	Current	Last Year	Change %
o March Month	135	118	Up 14.4%
o Year to Date	354	372	Down 4.8%
- Fire Call Breakdown
  - o Medical Assist (129)
  - o Cancelled Enroute (7)
  - o Fire Alarm (7)
  - o MVC (6)
  - o Brush Fire (1)
  - o Power Line Down (1)
  - o Cooking fire (1)
  - o Building Fire (1)
  - o Stalled Elevator (1)
- Mutual Aid EMS Provided (33)
  - o Edwardsville (16)
  - o Alton Memorial (14)

- Maryville (3)
- Mutual Aid Fire Provided (4)
  - Edwardsville (4)
- Scheduled IFSI Trainings and Certifications
  - Company Inspections class on Monday, 22 May from 9 am-1 pm.
  - Firefighter Self Rescue and Survival on Thursday, Aug. 3 from 6 pm-10 pm
- Weekly/Daily Training
  - Monthly training hours for Career and POC = 830.50
  - MARCH Trainings included:
    - EMS Review and Ambulance Operations
    - Fire behavior and thermal imaging operations
    - Search and Rescue
    - 1<sup>st</sup> Quarter Driver's Training
  - Bi-monthly EMS Skills Days being held at our station #2 for the area Paramedics.
  - 14 members conducted live fire evolutions at Swansea Burn Tower; Cleared all current Probationary members to work in IDLH environments and respond to all calls to include Mutual Aid.
- Equipment Repairs
  - None
- Apparatus Repairs
  - 1913 6 new tires, currently at Banner for accident repairs
  - 1944 at shop for air conditioning repair
  - Bi-Annual maintenance completed on all utility vehicles
- Major Incidents
  - Assisted Edwardsville FD with residential structure fire with entrapment
  - Responded to 4-year-old, female patient in cardiac arrest. Patient successfully resuscitated and being treated at Childrens Hospital.
- Inspections and Preplans
  - On 08 May, inspections and preplans completed on every business building in GCFPD
  - Three business currently in violation and under repair
  - 22 May, annual reinspection of all businesses begins
- Grants
  - Applied for EMS Assistance Grant for 2023 to supplement CPR program; waiting on results
- Foreign Fire Insurance Board
  - Meeting held on April 20, 2023 @ 6pm at Glen Carbon Fire Station #1.
    - Agreed to pay 1/3 of cost of burn car prop
- Glen Carbon Volunteer Fire Department Association
  - Monthly meeting held on Tuesday April 18<sup>th</sup> @ 7:30pm.
- PR events
  - Wednesday, 26 April, Neighborhood Open House tour in Country Meadows Subdivision
  - Glen Carbon Elementary School First Graders to tour Firehouse and receive fire prevention information

- Attended Village of Glen Carbon Easter Egg Hunt 02 April; extremely well attended and plans to continue in the future
- EMS Billing Summary
  - Collection Rate for March 2023 = 72.5%
  - Collection Rate for YTD = 88.01%
    - Total Amount Collected = \$206,350.12
  - GEMT Collection YTD = \$71,490.54
    - 50% of GEMT collections will go to the State of Illinois
    - An invoice for Q1 and Q2 2022 was received in the amount of \$62,900 for GEMT Collections.
- Staffing
  - Continuing to be difficult to get Part Time Paramedic applications. Looking at ways to draw new applicants.

#### PERSONNEL ROSTER STATUS

- Fire Chief Whitaker presented a recommendation Requesting to hire POC Jake Anthony Stephens
- Request to complete hiring process on two POC applications, but not proceed with hiring at this time
- A motion was made by Trustee Harris, 2<sup>nd</sup> by Trustee Humes to approve the Personnel Roster as presented. Motion passed 4 yes votes.

#### DEPUTY CHIEF'S REPORT: Deputy Chief Hood presented the following:

- Fire Service Conference, 14-17 June in Peoria, Ill.

#### OLD BUSINESS:

- Trustee Humes reported that all deeds are in place for the MCT Trail parking lot.
- Trustee Humes has ad to attract a new company for audit services.

#### NEW BUSINESS:

- Chief Whitaker discussed the need to revise the Travel Expense Reimbursement Ordinance.
- Chief Whitaker requested an increase in the number of full-time members by two.
- A motion was made by Trustee Woolsey, 2<sup>nd</sup> by Trustee Harris to approve the number of full-time members by two, as presented. Motion passed 4 yes votes.
- Chief Whitaker requested the purchase of 2 new pediatric Broselow bags for the Front Line Ambulances at a cost of \$2,450 each. A motion was made by President Harris, 2<sup>nd</sup> by Trustee Humes to approve. Motion carries unanimously.
- Chief Whitaker presented a training request for Carl Walton for the IAAI Annual Training Conference in the amount of \$662.72. Motion was made by Trustee Humes, 2<sup>nd</sup> by President Harris to approve. Motion carried unanimously.

#### CLOSING INPUT FROM THE PUBLIC:

- None

ADJOURNMENT:

- With there being no further business, a motion was made by President Harris, 2<sup>nd</sup> by Trustee Woolsey to adjourn, and passed by a vote.

Submitted By: Frank Dunn  
GCFPD Trustee

2023 Meeting Schedule: