

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

September 27, 2022 – Minutes of District Regular September Board Meeting.

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

ROLL CALL

- Trustees present: Trustee Humes, Trustee Dunn, Trustee Woolsey.
- Trustees absent: Trustee Harris, Trustee Williams.
- Fire/EMS Management Present: Chief Whitaker, Deputy Chief Hood
- Fire Fighters/EMS and others present: Capt. Alex Campbell, Lt Gregory DeSutter, Alex McClinton, Camron Overholtz, James Schulte, Doug Schultz, Ralph Well, Darren Davis, and Phil Bassett.
- Others Present: Alicia and Anthony Rocca and Family, Police Chief Todd Link, Admin Supervisor Collen Schaller, Lt. Wayne White, Sgt. Jeff Blind and Family, Officer Zach Walters and Family, Jacob Linenfelser, Telecommunicator Kelsey Overholtz.

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 August 25th Regular and Special Meeting Minutes and Trustee Dunn seconded. The August minutes were approved as written, 3 Yes votes.

COMMUNICATIONS:

- Chief Whitaker read a letter from Anderson Hospital commending the Police and Fire crews for their assistance in a successful home delivery.
- Chief Whitaker read a letter from resident Ed Simpson thanking the crews that transported him to Alton Memorial Hospital during a medical emergency.
- Chief Whitaker read a thank you letter from the family of Gayle Schaake thanking the District for support during the passing of Gayle.
- A certificate of insurance was presented from Ad Media LED Signs LLC for maintenance on our signs.
- Letter from Ameren for Three Phase Customers
- Letter from the Comptroller's office regarding checks that have been sent to the district but never cashed. Deputy Chief Hood is in the process of correcting information to obtain these funds.

PRESENTATIONS

- Glen Carbon Volunteer FD Association President Ralph Well presented Glen Carbon Police Chief Todd Link with a check in the amount of \$600 to be utilized as a sponsor of 200 children for their National Child Safety Council initiative. This money is utilized to purchase educational items for children in the district.
 - Police Chief Link spoke briefly on the strong working relationship between the Police Department and the Fire District and thanked everyone for the continued support.
- Fire Chief Whitaker made a presentation in reference to the August 31, 2023, medical call in which Police and Fire crews assisted in an at home delivery. Telecommunicator Kelsey Overholtz, Officer Zach Walters, Sergeant Jeff Blind, FF/Paramedic James Schulte, Paramedic Phil Bassett, and Father Anthony Rocca were all presented with a Certificate of Excellence as well as a Stork pin for their efforts. Assisting in the presentation was Mother Alicia Rocca and Baby Rhett.

ANNUAL CALENDAR CHECKLIST:

- Trustee Humes reported that the next item on the checklist would be to approve the annual tax levy.

TREASURER’S REPORT:

- Trustee Humes presented the August Treasurer’s report:

	FIRE	EMS	TOTAL
Beginning Balance	1,466,762.99	730,508.58	2,197,271.57
Deposits	230,441.47	278,272.93	508,714.40
Expenditures	<u>(84,875.85)</u>	<u>(126,429.68)</u>	<u>(211,305.53)</u>
Net Activity	145,565.62	151,843.25	297,408.87
Ending Balance	<u>1,612,328.61</u>	<u>882,351.83</u>	<u>2,494,680.44</u>
Bank Balance	<u>\$1,605,443.58</u>	<u>\$916,835.48</u>	<u>\$2,522,279.06</u>

- Trustee Humes reported on all Disbursements over \$2000.
- Trustee Humes noted that the Profit and Loss statement has yet to be updated with the new budgetary numbers for the year. Chief Whitaker advised that he would follow up with Rick Skiff from Franklin and Vaughn to update the report.
- Trustee Humes advised that he was able to update Busey Bank with the changes made at the accounting firm.
- A motion was made by Trustee Woolsey, 2nd by Trustee Dunn to approve the Treasurer Report as presented. Motion passed 3 yes votes.

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

- Total Calls for the month of August were 140
- EMS Call Summary

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|--------------|---------|-----------|-----------|
| ○ August | Current | Last Year | Change % |
| Month | 123 | 150 | Down 8.6% |
| Year to Date | 991 | 982 | Up 4.3% |
- Fire Call Breakdown
 - Medical Assist (113)
 - Fire Alarm (8)
 - Vehicle Fire (1)
 - Grass Fire (1)
 - Natural Gas Leak (1)
 - Electrical Wiring (1)
 - Mutual Aid EMS Provided
 - Edwardsville (9)
 - Pontoon Beach (4)
 - Maryville (3)
 - Mutual Aid Fire Provided
 - Edwardsville (2)
 - Pontoon Beach (2)
 - Troy (1)
 - Scheduled IFSI Trainings and Certifications
 - Captain Alex Campbell and FF/Paramedic received their Structural Collapse Technician Certifications
 - ASIM (Active Shooter Incident Management) is scheduled for January 18th and 19th. Currently have 33 people from Glen Carbon, Edwardsville, Maryville, and Collinsville Police, Fire, EMS and School Districts registered.
 - Weekly/Daily Training
 - Monthly training hours for Career and POC = 291.25
 - AUGUST Trainings included:
 - EMS Review and Ambulance Operations
 - Walkthrough at several new homes under construction for building construction review.
 - Tactics and Strategies
 - Tanker Shuttle Multi Company Drill (Troy)
 - Incident Command, Accountability, and Mayday SOG review
 - Bi-monthly EMS Skills Days being held at our station #2 for the area Paramedics.
 - Equipment Repairs
 - SCBA and Air mask is currently out for repair.
 - Smoke Machine is OOS and being sent to California for repair.
 - Still awaiting arrival of Turnout Gear ordered in 2021, looking at alternatives to cancel the 2022 order and place with a new company due to extended time.
 - Apparatus Repairs
 - 1993 currently in the shop for repairs
 - 1944 had oil leak repaired and new front tires and brakes installed
 - Major Incidents
 - None to report

- Grants
 - Awaiting results of FEMA Assistance to Firefighters Grant for the purchase and installation of a burn building and the funding for an additional Basic Operations Firefighter class to be held at our facility at a cost of \$830,000. 7th round of FEMA grants awarded this month
 - Received \$60,000 in ARPA funding for ongoing projects in the district. Plan to utilize these funds on training ground items.
 - Applied for \$1,000 grant from Illinois American Water. Awaiting results.
- Foreign Fire Insurance Board
 - Next meeting to be held on October 20, 2022 @ 6pm at Glen Carbon Fire Station #1.
 - Approved funding for the Chevron striping on units 1912, 1913, 1930, 1935
 - Chevron Striping has been completed on all vehicles.
- Glen Carbon Volunteer Fire Department Association
 - Monthly meeting held on Tuesday September 20th @ 7:30pm.
 - Approved the purchase of Bounce House for the PR events.
 - Approved to utilize Brett's First Responders as the "Fill the Boot" donations for Glen Fest and made a \$250 donation.
 - Approved a donation to St. Cecilia's church in the amount of \$200 for their Trivia Night.
- PR events
 - Currently have hosted 6 neighborhood PR events and all have been very successful. Next Event is scheduled for the September 28th in Covered Bridge Estates neighborhood.
 - Will host the Annual Fire Department Open House on Saturday, October 9th from 10am-2pm at Fire Station #1.
 - Family BBQ scheduled for Saturday October 15th @ 2pm. More information coming soon.
 - Annual Awards Banquet scheduled for Saturday, January 21, 2023, at the LeClaire Room. Dinner and Award Ceremony from 5pm-10pm.
 - Planning has begun with the Village for the Glen Carbon FPD Lighted Christmas Parade. Will take place on Saturday December 3rd at 7pm with open house to follow at Station #1
- EMS Billing Summary
 - Collection Rate for August 2022 = 96.6%
 - Collection Rate for YTD = 75.8%
 - Total Amount Collected = \$524,435.51
 - GEMT Collection YTD = \$167,840.40
 - 50% of GEMT collections will go to the State of Illinois
- Staffing
 - Continuing to be difficult to get Part Time Paramedic applications. Looking at ways to draw new applicants.
 - Requesting an additional 2 Paid-on-Call FFs for staffing at Station #2.

- Resignations of POC FF's Steven Dean, Zack Duffield, and Jacob Faulkner.
- Issues or Accidents to report
 - None

PERSONNEL ROSTER STATUS

- Fire Chief Whitaker presented resignation letters for Paid-on-Call Firefighters Steven Dean, Jacob Faulkner, Zack Duffield, and Part Time Paramedic Chris Castens.
- Fire Chief Whitaker presented a recommendation to hire 2 new Paid-on-Call members, Andrew Payne and Connor Brown.
- A motion was made by Trustee Humes, 2nd by Trustee Dunn to accept the resignations of the 4 listed members and to approve the recommended hiring of Andrew Payne and Connor Brown. Motion carried 3 yes votes.

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

- Information on the ongoing monthly inspections.
- Information on the August training and response numbers and updated the Board on the new tracking of trainings and calls that will be taking place.
- Notified the Board that we will be assisting Troy FPD with their pumpkin drop for their schools on October 26th. Troy requested the use of our 105' Ladder Truck

OLD BUSINESS:

- No new information on the CoVid-19 operations
- Meeting with Village of Maryville over Automatic Mutual Aid Agreement was cancelled with no makeup date scheduled.
- Trustee Humes reported that a new set of plot drawings was received for the MCT Trail parking lot. He will be reviewing the new drawings and will also need to get with the Village of Glen Carbon to have them approve vacating an easement as part of the agreement.
- Chief Whitaker reported on the ongoing efforts to complete the Actuarial Study for the Pension Board. The Nyhart corporation was given until Friday Oct 7th to move forward with the study or we would be forced to investigate alternative companies.

NEW BUSINESS:

- There were no end-of-life items to discuss.
- There were no purchases over \$20,000.
- There were no new equipment purchases.
- Chief Whitaker presented training requests as follows:
 - Captain Alex Campbell \$1,500.00 for Advanced Technician Firefighter
 - Captain Alex Campbell \$500.00 for Vehicle and Machinery Operations
 - FF/Paramedic Camron Overholtz \$125.00 for Online EMS training
- A motion was made by Trustee Humes, 2nd by Trustee Woolsey to approve the training requests as presented. Motion carried 3 yes votes.

CLOSING INPUT FROM THE PUBLIC:

- FF/Paramedic Alex McClinton addressed the Board and thanked them for allowing him to maintain employment without a valid Driver's License while he continues to be treated for a medical issue.

ADJOURNMENT:

- With there being no further business, a motion was made by Trustee Dunn, 2nd by Trustee Woolsey to adjourn at 7:52 PM. Motion carried 3 yes votes.

Submitted By: Jason Whitaker
GCFPD Fire Chief

2022 Meeting Schedule: JANUARY 25, FEBRUARY 22, MARCH 29, APRIL 26, MAY 31, JUNE 29, JULY 26, AUGUST 30, SEPTEMBER 27, OCTOBER 25, NOVEMBER 29, JANUARY 3, 2023 (DECEMBER DEFERRED MEETING DATE).