

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

25 January 2022 – Minutes of District Regular January Board Meeting.

****This meeting was held during the COVID-19 pandemic and during Governor Pritzker's Illinois Disaster Proclamation declared in Executive Order No. 2020-04 (COVID-19 Executive Order No. 2). This meeting was conducted remotely. Trustees Harris, Schaake, Humes, Dunn and Williams attended by Zoom. The District afforded the public the opportunity to attend the meeting by calling into the meeting via Zoom or conference call. Instructions for calling into the meeting were included on the District's agenda for the meeting.**

Meeting was called to order at 7:00 PM. Because of unreliable Wi-Fi at President Harris's location, Trustee Humes presided.

Trustees present: President Harris, and Trustees Schaake, Humes, Williams, and Dunn.
Trustees absent: None.

Fire/EMS Management Present: Chief Whitaker, Deputy Chief Hood, Asst. Chief Bowles, Captain Campbell.

Firefighter/EMS, Paid-On Call Firefighters, Part-Time EMS Present: Doug Schultz, Andrew Dodge, James Schulte, Chad Van Ryan, Ralph Well.

Others Present: Former Trustee Chris Otto

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

REALIGNMENT OF THE BOARD. A realignment of the Board is required by the resignation of Trustee Otto. Mr. Harris agreed to continue as President and Mr. Schaake agreed to continue as Treasurer. Mr. Williams was proposed as Secretary. He did not comment. Mr. Harris moved to realign the Board in this manner, and Mr. Humes seconded. The motion was agreed to unanimously.

INPUT FROM PUBLIC: Mr. Chris Otto introduced newly appointed and confirmed Trustee Frank Dunn, and made complimentary remarks.

APPROVAL OF LAST MEETING MINUTES – Trustee Humes moved for approval, seconded by President Harris. Motion was agreed to with Trustees Schaake and Dunn abstaining.

REVIEW OF CALENDAR OF REQUIRED ACTIVITIES. The District has not received the annual letter requiring a Certificate of Exempt Property. Dep Chief Hood and Trustee Williams are to monitor this requirement and take action as appropriate.

COMMUNICATIONS – Dep Chief Hood presented a notice of a new address in the District. Trustee Schaake presented notice of receipt of the annual audit that was filed with the State Comptroller.

Dep Chief Hood presented notice of successful submission of the OSHA Injury and Illness Report.

OFFICIAL REPORTS:

TREASURER’S REPORT – Treasurer’s report for December 2021 was presented by Trustee Schaake (Treasurer).

	Fire	EMS	Total
Beginning Balance	1,658,238.69	657,841.69	2,316,080.38
Deposits	196,943.83	238,245.69	435,189.52
Expenditures	(107,186.39)	(125,476.27)	(232,662.66)
Net Activity	89,757.44	112,769.42	202,526.86
Ending Balance	1,747,996.13	770,611.11	2,518,607.24
Statement Balance	1,738,336.76	791,775.28	2,530,112.04

Check books for EMS and Fire were presented, followed by the monthly Profit and Loss reports.

Trustee Schaake then explained the District’s financial operations and book keeping in summary detail for newly appointed Trustee Dunn.

Motion to approve the Treasurer’s Report by President Harris and seconded by Trustee Humes passed unanimously.

Trustee Schaake explained a required payment to the Illinois Municipal Retirement Fund that results from overtime paid to a District employee in the year of her retirement. Motion to pay this amount in lump sum rather than extended payments was made by Trustee Williams and seconded by Trustee Humes. Motion was agreed to unanimously.

CHIEF’S REPORT –

Fire Department Status – Chief Whitaker reported the following:

Total EMS / Fire Calls for December 1 – December 31

EMS – Monthly Summary and Year to Date

	Current	Last Year	Change %
Month	155	107	Up 44.9%
YTD	1489	1389	Up 7.2%

Fire – Total 195: Medical Assist (147), Fire Alarm (8), Vehicle Accident (7), Building Fire (1), Grass Fire (1), Vehicle Fire (1), Natural Gas Leak (1), Carbon Monoxide Incident (1), Severe Weather Activation (1), Other (7)

Mutual Aid EMS – 23 total: Maryville (9), Edwardsville (8), Pontoon Beach (5), Troy (1),
Mutual Aid Fire – 4 Total: Edwardsville (4)

Training – Monthly training hours for Career and POC = 276.5

December Trainings included: Radio Communications and Scene Size-ups; Drivers Training 2021 Year in Review and 2022 Expectations

February trainings will focus on Self Contained Breathing Apparatus (SCBA) to include annual JPR's, Air management techniques, Buddy breathing, and RIT connections.

Six current members have started Basic Operations Firefighter (BOFF)

Public Education: – Working on 2022 Public Education calendar

Equipment/Apparatus Repairs:

IV Fluid warmers have been received and are being installed on all ambulances.

1930's doors have been painted and reinstalled. Striping to come.

Oil changes and bi-annual maintenance in process on Ambulances and utility vehicles.

1912 had Plymovent connection replaced.

1900 had new striping and lettering installed.

Major Incidents: None

The Foreign Fire Insurance Board met on January 20th. The following outlays were reported:

Refund to GCFPD for the purchase of Quick Books

Purchase of new exercise equipment for Station #2

Obtaining quotes for addition of Chevrons for the rear of the Fire Apparatus

Chief Whitaker reported on a review of Goals & Objectives and a Social Media Update. These reports were very favorably received, with the result that President Harris publicly commended the Chief and Dep Chief Hood on their performance during the past year. Trustee Humes joined in that sentiment.

EMS collection rate for December 2021 = 44.9%. Collection rate for 2021 YTD = 78.2%

This rate is expected to return to normal in January 2022.

Staffing: Request to hire Jacob Faulkner as a POC FF.

FF/Paramedic Alex McClinton will start February 2, 2022. We will push off his swearing in ceremony until we resume in person meetings.

Staffing due to COVID problems remains a concern and we are taking appropriate actions to ensure the safety of members and residents at all times.

Have currently added 13 additional Paid-on-Call firefighters since May 2021

far surpassing the goal of 5 for the year.

Paid-on-Call Firefighter Johnny Warren is undergoing shoulder surgery and will be out 4-6 weeks.

Paid-on-Call Firefighter Hector Chaidez has been cleared by his doctor to return to full duty.

Trustee Humes moved to hire POC FF Jacob Faulkner. Trustee Williams seconded and the motions passed unanimously.

There were no accidents in November.

NOTE: At approximately this point in the meeting President Harris experienced a Wi-Fi failure and his votes are not included going forward.

DEPTUY CHIEF/ADMINISTRATOR REPORT

Deputy Chief/Administrator Hood reported that new construction activity has increased dramatically within the District boundaries with ten projects currently under review.

OLD BUSINESS:

COVID impacts on personnel and PPE supplies were discussed. No action taken.

The Jan 11, 2022 meeting with Maryville on finalizing a Mutual Aid Agreement was cancelled, rescheduled and cancelled again by Maryville. We will keep trying.

The transfer of the trail access parking lot progresses and is expected to take some time to finalize. But it is on track.

It was noted that the Pension Board actuarial report has not been received. Trustee Williams to contact the legal office for help moving this.

NEW BUSINESS

The 2021 Abatement Ordinance was provided by the legal office. Trustee Humes moved to approve the ordinance and Trustee Schaake seconded. The motion was agreed to unanimously.

Chief Whitaker requested approval to move ahead on ground work for a possible fire training tower that is dependent on grant funding. Lead times demand that certain preparatory work be accomplished this year in anticipation of construction. The Board expressed consensus that the ground work should be done now.

Chief Whitaker explained that lead time for purchase of turn-out gear is now in excess of 9 months and he requested authority to order next year's requirement now. Trustee Schaake

moved to authorize the obligation of funds now for next year's purchase. Trustee Williams seconded. The motion was agreed to unanimously.

TRAINING: There were no training requests.

OTHER: None

CLOSING PUBLIC INPUT: There was no closing input from the public.

ADJOURNMENT: At 08:05 PM, there being no further business, Trustee Williams moved to adjourn the meeting. Trustee Schaake seconded the motion and it passed unanimously.

Submitted By: Ron Williams
GCFPD Secretary