

**JEFFERSON COUNTY FIRE CHIEFS**  
**& JEFFERSON COUNTY FIRE TRUSTEES ASSOCIATIONS**

**ANNUAL COMBINED MEETING**

Date: January 17, 2008  
Location: Buechel Fire Department  
Called to Order: 7:00 PM

**ATTENDANCE**

*Jefferson County Fire Chiefs Association* – Fire Departments: Anchorage, Buechel, Camp Taylor, Dixie Suburban, Eastwood, Fairdale, Fern Creek, Harrods Creek, Highview, Jeffersontown, Lake Dreamland, Louisville, Lyndon, McMahan, Middletown, Okolona, Pleasure Ridge Park, St. Matthews and Worthington. Others: Jefferson County Firefighters Association, Louisville Metro Arson, EMA, EMS, and MetroSafe.

*Jefferson County Fire Trustees Association* – Fire Departments: Anchorage, Buechel, Camp Taylor, Dixie Suburban, Eastwood, Fairdale, Fern Creek, Harrods Creek, Highview, Jeffersontown, Lake Dreamland, Lyndon, McMahan, Middletown, Pleasure Ridge Park, St. Matthews and Worthington.

Also present were: Attorney Maurice Byrne, Attorney Robert Benson, Louisville Metro Councilwoman Vicki Welch, and Terri Livers.

Col. Barth asked Lt. Col. Harrison for an update on Col. Yuodis. Lt. Col. Harrison reported that Col. Yuodis is doing well and is expected to be released back to work on January 28. Col. Barth also reported that Highview trustee Bill Fritsch (the longest serving appointed trustee in the Jefferson County Fire Service) was recently admitted to the hospital for surgery and is expected to fully recover.

**GUESTS / RECOGNITIONS**

*Representative Scott Brinkman* – Representative Brinkman began by thanking the fire departments for their service and for the invitation to speak this evening on behalf of the legislative proposal, which if passed, will allow the fire districts to increase their tax rate by .02 cents per hundred dollars of valuation every five years. Mr. Brinkman reported that he has worked closely with our legislative representative Bob Benson, and understands the financial pressure that the districts are currently facing as they continuing to operate under a taxing structure that needs to be revised. Mr. Brinkman advised that a strong case has been made and there is support for the proposal in the legislature, but it could be long process.

The legislative committee was commended for their efforts. Additional information on the proposal and its progress will be shared at the February meeting of the JCFTA.

*Bobby Lacer & Grant Satterly, Kentucky Association of Counties* - Mr. Satterly explained the basics of the KACo advanced revenue program and the leasing and trust programs that have been offered to 114 of the 120 counties in the state since 1990. Copies of the program materials are included with the distribution of these minutes to the fire districts. Additional information is available through the EFA. If your department is interested in applying for the advanced revenue program, the application process begins in March. There is no cost to apply and no obligation.

## **CONSIDERATION AND APPROVAL OF MINUTES**

*Jefferson County Fire Chiefs Association* – Motion by Highview to approve the November 2007 minutes. Second by Fern Creek. Motion Carried.

*Jefferson County Fire Trustees Association* – Motion by Buechel to approve the October 2007 minutes. Second by St. Matthews. Motion Carried.

## **JEFFERSON COUNTY FIRE ALLIANCE REPORT**

Copies of the fire alliance financial report were provided at the distribution table. Having been approved by the Jefferson County Fire Alliance at the January 16<sup>th</sup> meeting for recommendation to the membership, the following motions were recorded:

*Jefferson County Fire Chiefs Association* – Motion of approval by Lyndon. Second by Highview. Motion Carried.

*Jefferson County Fire Trustees Association* – Motion of approval by Fern Creek. Second by Fairdale. Motion Carried.

**OLD BUSINESS** – None

## **COMMITTEE & OTHER REPORTS**

*Metro Government Report* – The following reports were offered on behalf of Louisville Metro Government:

*Louisville Metro EMS* – Dr. Neal Richmond reported that he and Col. Scott have met with a number of the districts and they are working through the response matrix to see if there might be a better utilization of services. They will also be studying data from other emergency response agencies. Additional training opportunities will be offered to the fire districts and plans are currently underway to develop a bridge protocol to include updated CPR and American Heart Association guidelines before the release of a new set of protocols in a few months.

*MetroSafe* – Lt. Col. Joe Johnson reported that 26,000 calls for service were dispatched by MetroSafe for the Jefferson County Fire Service in 2007. Doug Hamilton has a detailed report of the 2007 statistics that will be shared. Lt. Col. Johnson also provided the following updates:

- \* Remodeling of the MetroSafe building at 410 S. Fifth Street is scheduled to begin after the Derby. The reconstruction effort is a critical component to the new infrastructure. A lot of work, including fleet mapping, testing, and training will need to be done in preparation for the pilot test mode scheduled for September of 2009.
- \* The 800 MHz system will be dramatically different than the current system. Lt. Col. Johnson requested that a best practices committee be established with representation from each of the fire operations channels, Louisville FD, and MetroSafe. The following were designated to serve for fire operations: F1 = Col. Bill Seng, F2 = Col. Rich Carlson, and F3 = Col. Vincent Smith.
- \* Service Level Agreement – Lt. Col. Johnson reported that he had only heard from one department regarding the agreement that was sent out. If there are no other questions, comments or concerns, the agreement will be signed by Col. Barth on February 1, 2008.

*Ordinance Update* - Col. Barth reported that work on the fireworks ordinance for the storage of fireworks was referred by metro government to the state fire marshal's office and the state referred it to the legislative committee of the KFA. A proposal was developed and submitted but it is not clear whether it will be acted upon in the current legislative session.

*Legislative Affairs* – Chairperson Bauer reported on the proposed legislation as mentioned earlier this evening by Representative Brinkman. He acknowledged that it is not the final product that the districts would have liked to see, but it is very likely our only hope for change this session and he encouraged the districts to support it. We certainly appreciate the support that Representative Brinkman and Senator Thayer have shown and he thanked the members of the legislative committee for their work on our behalf.

Legislative representative Bob Benson reminded everyone that it is a slow process and we need to start with something that both the house and senate are comfortable with. The first draft called for a voter referendum which absolutely would not work, due to the cost and the fact that the fire district boundaries do not match the voter precincts. The current proposal was drafted by Representative Brinkman and Senator Thayer. Amendments are possible as the process unfolds or after the bill is passed.

As far as other bills that the committee is watching; Bob mentioned HB 293 which originated in Butler County and involves the assumption of district territory from one fire district to another. And Col. Reckner reported that Representative Gerald Meeks has once again filed his bill on inter-local agreements.

*Kentucky Association of Fire Chiefs* – Col. Baker reported on the Roadway Safety Program adopted by the KAFC and shared with the fire districts in November for their support and approval. Col. Larkins reported on a resolution that the KAFC has adopted to support the IRC (international residential code) requiring sprinklers in 1-2 family dwellings and town-homes. Once it is adopted by the KAFC, Col. Larkins will ask that it also be adopted by the Jefferson County Fire Chiefs Association.

*Russ Sanders, NFPA* – Mr. Sanders spoke on the issue of 13D sprinklers and congratulated Cols. Aponte and Seng for their assistance in getting the Indian Hills ordinance adopted – the first in the state! He also shared that he had received a call from the department of housing and building and construction advising that the ordinance was a violation of the mini/maxi code, to which he respectfully disagrees, citing that the code in Kentucky deals with three or more units and that building codes throughout the country are written to ensure minimum safety. Mr. Sanders remains encouraged of the progress that has been made and assured the membership that progress will continue.

With regard to the fireworks ordinance that Col. Barth mentioned earlier, Mr. Sanders advised that the NFPA will support the effort to change the chapter 7 regulations on consumer fireworks.

In closing, Mr. Sanders provided an update on fire safe cigarettes: Twenty-two states are currently on board, with a goal of increasing that number to 45 by the end of the year. R.J. Reynolds has agreed to produce only fire safe cigarettes. Work continues on obtaining the same commitment from the other manufactures.

*Southeastern Fire Chief's Association* – Col. Larkins reported that he attended a first time president's meeting last week which brought together nine new presidents from nine states. Fire safe cigarettes and home sprinklers are focus items for the SEAFCA as well. Col. Larkins also mentioned the tax referendum that the state of Florida is under, resulting in budget losses of 15% for their emergency services.

The SEAFCA conference will be held here in Louisville in 2010. Additional information to be shared later - help will be needed.

## *Special Operations Teams*

Trench / Collapse / MSAR – Col. Larkins reported that training letters were sent to the districts regarding personnel that did not meet the required training hours. Some of those included LFD members who are volunteers with the suburban fire service but trained with LFD however their training hours were not tracked by the JCTR team. Team leadership (Col. Larkins, Chris Gosnell and Jack Miller) are working on this issue and hope to have it resolved by their next meeting.

The MSAR team continues to grow into a tremendous asset. The team was to have gone on-line officially as of January 1.

Water Rescue – Col. Aponte reported that the water team would like to change their bylaws to remove the stipulation that participants must be a member of the Jefferson County Fire Instructors Association, in order to allow outside departments to become team members. Col. Barth suggested that the bylaw revision be discussed at the next meeting of the chapter 75 fire chiefs. Col. Aponte also reported that the team would like to change their name from the Jefferson County Water Rescue Team to the Louisville Metro Water Rescue Team, to better reflect team membership. Col. Barth advised that a vote of the JCFCFA would not be necessary for that change to occur.

HazMat / Technical Rescue - Copies of the HazMat newsletter were provided at the distribution table and are available by request through the EFA. Col. Yurt reported on the physical agility testing (mentioned in the newsletter) that will become mandatory for team membership by October 2008. He also mentioned that four of the team leaders will be going to Pueblo, Colorado for railcar training.

Technical Rescue / Confined Space – No report; quarterly training to be conducted next month.

*PIER* – Col. Barth reported that the new Line of Fire show is currently airing on Metro TV (channel 25), the Faith channel (channel 19), and on-line. The winter broadcast features Okolona and Worthington Fire Departments, and the Supporting Heroes foundation.

*Emergency Management Agency* – Mr. Doug Hamilton is a member of the Supporting Heroes board of trustees and began his report by thanking the fire districts for their support of the recent boot drive. The third annual meeting / banquet for Supporting Heroes and the families that have been helped by the foundation will take place on March 1 at the Galt House. Please contact Mr. Hamilton for additional information.

Mr. Hamilton also mentioned the following items:

- \* Emergency support functions (ESF) are now listed in the back of the emergency operations plan (EOP), which is available on line at <http://www.louisvilleky.gov/EMA/Emergency+Operations+Plan.htm>.
- \* Several departments have taken advantage of the Web EOC training provided by EMA.
- \* EMA staff will be available to assist in training members in ICS 300 & 400 .
- \* MERV is now in winter storage, but is available to respond if needed.

*EMS QA / Protocol Committee* - Col. Carlson reported that he has not heard from any departments that would be willing to participate in the information gathering that is needed to compare how we are responding with our resources and working on the scene.

Dr. Richmond mentioned the Zoll system that LEMS will use for their reporting and should be capable of linking to the FIREHOUSE data maintained by the fire service. Some concern was expressed with the difficulties that are currently present with issues involving the interfacing of multiple systems. Lt. Col. Johnson advised that he was not aware of any movement toward the interface of Zoll with FIREHOUSE.

Chairman Bauer mentioned a concern that has also been raised regarding the timing of responses by fire and EMS when units are responding from the same location. Dr. Richmond and Doug Hamilton advised that it could have something to do with the way the runs are dispatched, due to call volume and available air space. While the fire service recorded 26,000 responses in 2007, LMEMS recorded 80,000. The fleet mapping system, when it is activated should resolve most of these issues.

*Legal* – Attorney Maurice Byrne reported on an update to the JCFTA legal compendium regarding probation for new employees (included with the distribution of these minutes to the districts). Attorney Byrne advises that each fire district should make sure their legal counsel is aware of Supreme Court Judge Charles Leibson's decision on this very issue. The exposure could be great if not followed.

*Metro Chaplains Association* – No Report

*Louisville Metro Arson* – Chris Jenkins reported on behalf of Major Ott. The arson unit responded to 552 calls in 2007 (down slightly from 2006) and 258 of the 552 were incendiary.

Col. Barth commented on the continued excellent working relationship between the JCFS and Louisville Metro Arson. Col. Frederick expressed his appreciation at the support of the JCFS for the recent equipment purchases (cameras and wireless recording devices) that were provided to the arson unit.

*State Fire Commission* – Col. Larkins reported that there are three new members on the commission. James Riddle is now serving as the chairman and committee assignments are expected to change. In other fire commission news:

- \* The regional training academy will receive \$80,000 for at least the next two years for building construction.
- \* The CPAT trailers have all been lettered and striped. The next proctor class will take place the first weekend of February. It takes 8,000 square feet and eight hours to set up the equipment, and approximately 14 – 16 proctors to officially run the program. One of the complete units is located at Highview. The fire commission will send one of the units to Covington after the proctor class in February for the recruit class to go through.

*Rehab Policy* – The committee is working on the rehab policy but is waiting for the new NFPA draft on rehab to be released in March before their proposal is finalized for review by the JCFA.

## **JEFFERSON COUNTY FIRE ALLIANCE BUDGET PROPOSAL – FY 08 / 09**

The budget proposal recommended by the Jefferson County Fire Alliance was provided at the distribution table. Col. Barth acknowledged that while many in metro government have been asked to reduce their budgets, the fire alliance has discussed the budget constraints and have proposed a \$16,000 increase over the current fiscal year, for a total of \$200,000. The increase was noted mostly in the category of HazMat operations. If the proposed budget can not be approved by Louisville Metro then the alliance is prepared to make the necessary reductions. A question was posed in regards to the removal of training funds from the Jefferson County Fire Instructors Association and Col. Barth explained that the training dollars are now divided between the budget line items of the various special teams, at their request. The following motions were recorded in support of the proposed budget:

Jefferson County Fire Chiefs Association – Motion of approval by Worthington. Second by Fern Creek. Motion Carried.

Jefferson County Fire Trustees Association – Motion of approval by Buechel. Second by Harrods Creek. Motion Carried.

*Review of FY 06 / 07 Fire Alliance Funds* – Col. Brooks and Chairperson Ames have reviewed the FY 06 / 07 accounts. Their report to the membership will be shared upon receipt.

## **NEW BUSINESS**

*Speed bumps / humps / tables* – Col. Barth reported that the metro council has asked for input from the fire service in the development of a standard for speed bumps / humps / tables. Col. Brooks reported that the City of Middletown is also working on this issue and the fire department has agreed to a modified speed bump that is constructed to allow for the wheel base of fire truck. Col. Barth asked for a committee that would be willing to work on recommending a standard for the fire service to vote on at the March meeting of the membership. Col. Carlson and Col. Aponte agreed to work on this issue, along with the county road engineer.

*Cable Barriers* – Col. Aponte reported that Harrods Creek will host a class to be provided by the Kentucky Transportation Cabinet to help emergency responders in dealing with highway cable barriers, which can be extremely dangerous if not handled properly. Please contact Col. Aponte for additional information.

*Fire Station Alerting Demonstration* – Col. Fredericks reported on the demonstration that took place today on a system that could reduce the delay in dispatching for multiple stations. Please contact Col. Frederick if you have any questions.

He also shared that the Louisville Division of Fire has obtained a video set from Rainbow Valley for public education (K- 3<sup>rd</sup> grade) that will be available on demand through the ERTN broadcast. He highly recommended the program and encouraged the districts to take advantage of the educational tool.

*JCFS Group Health Insurance* – Col. Barth thanked the members of the health insurance committee for all of the time and effort that has been focused on achieving the substantial savings that the JCFS has experienced with the group's partially self-funded health and fully self-funded dental plans. Assistant Chief Jeff Riddle reported that Humana has agreed to a 2.5% increase for the March 1 renewal on the group health insurance. Their initial renewal rate came in at 9%. The third party administrator submitted a late proposal on the renewal asking for an increase of .50 per employee / per month, and that was negotiated down to .35 per employee / per month. All of the current plan benefits and provisions will remain the same. Motion of approval by Fern Creek to accept the renewal rates as negotiated. Second by PRP. Motion Carried.

Committee Members: Col. Chris Aponte, Col. Vincent Smith, Assistant Chief Steve Dellis, Assistant Chief Randy Lawson, and Assistant Chief Jeff Riddle. THANK YOU!

### *Other Items of Discussion from the Floor:*

*Congressional Fire Service Banquet and Caucus Meeting* – Col. Reckner reported on the annual gathering in Washington D.C. and encouraged those that have not yet contacted him for ticket information to do so as soon as possible.

*Training Program* – Col. Reckner also reported on a training exercise to be conducted on March 20 by the FBI, the 41<sup>st</sup> Civil Support Team and LMPD at the old River Road Country Club that will be offered to the fire service. The exercise will include 4 different drug labs that will allow groups of twenty to spend one hour at each lab. On-line registration information will be shared upon receipt.

*Fire District Filings* – Chairman Bauer reported that notices were recently sent to remind a few of the districts of documents that need to be recorded in order to reach 100% compliance. A meeting with the Courier Journal editorial board will soon be scheduled to discuss the need for the tax rate increase and it will be most important for all of our districts to have met the KRS for required filings.

Please refer to the reminders located in the legal compendium (form F-30) on a regular basis to ensure district compliance. The following segment covers the period of January – March:

### JANUARY

- (1) AUDIT: Select CPA, schedule JULY date to make records available, require audit COMPLETED for SEPTEMBER meeting, request CPA engagement letter.
- (2) BUDGET: discussion of any preliminary budget matters.
- (3) UNIFORM FINANCIAL INFORMATION REPORT: Discuss UFIR report forms from Governor's Office for Local Development required to be filed by May 1.
- (4) MINUTES: Approve December minutes and designate any KRS 75.240 material.
- (5) Confirm November minutes filed with County Clerk.

### JAN. 31:

- (1) EMPLOYEES: Give IRS FORM W-2 for wages.
- (2) NOMINAL FEES: Give volunteers IRS FORM W-2 for non-qualified reimbursements.
- (3) 1099: IRS FORM 1099 must be furnished to any recipients of over \$600.

### FEBRUARY

- (1) AUDIT: Approve CPA engagement letter.
- (2) BUDGET: Preliminary report and questions from Budget Committee.
- (3) ELECTIONS: Appoint Election Comm. present nomination at APRIL meeting.
- (4) UNIFORM FINANCIAL INFORMATION REPORT: Request preliminary draft for discussion and preliminary approval at March meeting.
- (5) MINUTES: Approve January minutes and designate any KRS 75.240 material.
- (6) Confirm December minutes filed with County Clerk.

FEB. 28: IRS FORM 1099 required to be filed with IRS.  
FORM W-2: Copies due to Social Security Administration.

### MARCH

- (1) BUDGET: Budget Committee budget report with draft of budget.
- (2) ELECTIONS: Insure Committee will present nomination at APRIL meeting.
- (3) UNIFORM FINANCIAL INFORMATION REPORT: Approve and have filed with Governor's Office for Local Development by May 1.
- (4) MINUTES: Approve February minutes and designate any KRS 75.240 material.
- (5) Confirm January minutes filed with County Clerk.

### **NEXT MEETING**

Jefferson County Fire Chiefs Association – March 12, 2008 10:00 a.m. @ McMahan

Chapter 75 Fire Chiefs – February 13, 2008 10:00 a.m. @ Camp Taylor

Jefferson County Fire Trustees Association – February 21, 2008 7:00 p.m. @ Camp Taylor

## **ADJOURNMENT**

The meeting was adjourned at 9:00 p.m.

Jefferson County Fire Chiefs Association: Motion to adjourn by Fern Creek. Second by Highview.  
Motion Carried.

Jefferson County Fire Trustees Association: Meeting adjourned at the call of the chair.

Respectfully Submitted,

Terri Livers, EFA