

JEFFERSON COUNTY FIRE TRUSTEES ASSOCIATION

Meeting of the Membership

MINUTES

Date: April 16, 2009
Place: Harrods Creek Fire Department
Called to Order: 7:00 PM

ATTENDANCE – Camp Taylor, Dixie Suburban, Eastwood, Fairdale, Fern Creek, Harrods Creek, Highview, Jeffersontown, Lake Dreamland, Lyndon, McMahan and St. Matthews. The following fire chiefs were present: Chief Adkins, Chief Davenport, Chief Aponte, Chief Rakestraw, and Chief Barth.

PREVIOUS MINUTES – The minutes of the meeting held on 04/06/09 were approved by Harrods Creek. Second by Jeffersontown. Motion Carried.

FINANCIAL REPORT – The current year to date financial reports were provided for review. We have received the fourth and final installment from Louisville Metro for the FY 08 / 09 JCFA budget. Motion of approval by Lake Dreamland for the reports as presented. Second by Dixie Suburban. Motion Carried

ANNOUNCEMENTS AND REMINDERS

APRIL TRUSTEES MEETING

- (1) BUDGET: Budget Committee presents budget for final approval at May meeting.
- (2) TAX RATE: Prepare to discuss proposed TAX RATE at May meeting.
- (3) ELECTION: Approve nominations, advertisement, and procedures.
1. __ (4) UNIFORM FINANCIAL INFORMATION REPORT MUST BE FILED IN KENTUCKY DEPARTMENT FOR LOCAL DEVELOPMENT BY MAY 1.
2. __ (5) UNIFORM FINANCIAL INFORMATION REPORT MUST BE FILED WITH COUNTY CLERK.
- (6) BUDGET must be filed with Cabinet for Public Protection by June 1.
- (7) APPOINTED TRUSTEES: Notify Metro Mayor by May 1 of the name of any appointed Trustee whose term of office will expire on June 30.
- (8) MINUTES: Approve March minutes and designate any KRS 75.240 material.
- (9) FILED MINUTES: Confirm February minutes filed with County Clerk.

APRIL THIRD THURSDAY: FIRE TRUSTEES ASSOCIATION MEETING @ 7:00 PM

- MAY 1:
- (1) UNIFORM FINANCIAL INFORMATION REPORT must be filed with Kentucky Department for Local Development by this date and with County Clerk.
 - (2) APPOINTED TRUSTEES: LAST DAY TO NOTIFY METRO MAYOR if the term of office of any appointed Trustee will expire on June 30.

MAY TRUSTEES MEETING

- (1) BUDGET: Final approval of budget to file with Cabinet for Public Protection.
- (2) REAL PROPERTY TAX RATE: Consider preliminary assessments and adjustments that may be necessary based on last three (3) years of assessments and revenues.
- (3) PERSONAL PROPERTY TAX RATE: Consider assessments and adjustments that may be necessary based upon last three (3) years of assessments and revenues.
- (4) ELECTION: Election Committee reports on advertisement and election schedule.
- (5) EMPLOYEE BENEFITS: Review present benefits for any changes in new fiscal year.
- (6) MINUTES: Approve April minutes and designate any KRS 75.240 material.
- (7) FILED MINUTES: Confirm March minutes filed with County Clerk.
3. __ (8) BUDGET FILE W/ LOUISVILLE METRO CABINET PUBLIC PROTECTION BY JUNE 1.

JUNE 1 BUDGET: All spending terminated until budget filed with Cabinet for Public Protection.

JUNE TRUSTEES MEETING

- (1) TAX RATE: Adopt TAX RATE [or HB 44 hearing if necessary].
- (2) HB 44 [Review FTA Compendium, §F (VI) (5) HB 44 & Fire Districts.
- (3) EMPLOYEE BENEFITS: Final action on any changes in benefits for new fiscal year.
- (4) CERTIFY MOTOR VEHICLE TAX RATE (6-8-00).
- (5) AUDIT: Prepared records and notify CPA when records are available to begin Audit.
- (6) BOND: Approve Bond for Treasurer effective JULY 1.
- (7) ELECTION: Election Committee reports on election to be on 4th Saturday of month.
- (8) DISTRICT CERTIFICATION calendar for filing with Count Clerk by August 29.
- (9) SUMMARY FINANCIAL STATEMENT: Calendar for filing with Cabinet by August 29.
- (10) KRS 65.070(c) NEWSPAPER PUBLICATION: Calendar for publishing by August 29.
- (11) MINUTES: Approve May minutes and designate any KRS 75.240 material.
- (12) FILED MINUTES: Confirm April minutes filed with County Clerk.

JUNE THIRD THURSDAY: FIRE TRUSTEES ASSOCIATION MEETING @ 7:00 PM

4TH SATURDAY: ELECTIONS OF FIREFIGHTER AND PROPERTY OWNER TRUSTEES

OLD BUSINESS

Committee Reports:

Public Information, Education and Recruitment – Chief Barth reported on the last “Line of Fire Show” for the current fiscal year. The broadcast will include segments on the ice storm, generator safety, Supporting Heroes, a volunteer profile from Camp Taylor FD, and a foreign exchange firefighter from France that visited Harrods Creek. The program may be seen on Metro TV, the Faith Channel, and on-line at <http://www.code3video.net/videoproj.htm>.

Governmental Affairs – Legislative Representative Bob Benson provided his final report for the 2009 Kentucky General Assembly. Copies will be provided with the distribution of these minutes to the departments that were unable to attend.

With reference to federal legislation, Chief Aponte reported on a two-part seminar that may be offered by the IAFC and the IAFF entitled “Labor Management Initiative” which could help us prepare for federal legislation that is expected to pass next year. The seminar was proposed to the chiefs at the chapter 75 meeting. Group discussion led to a request for a course outline so that it could be discussed by the individual boards and fire chiefs before a commitment of support.

Jefferson County Health & Dental Insurance Plans – Chief Aponte reported on the new health plan that became effective on April 1. He also mentioned the committee’s efforts toward securing the bond for executive committee members and the EFA, as well as the audit to be conducted at year’s end.

LOUISVILLE METRO & JEFFERSON COUNTY FIRE CHIEFS

Chief Barth provided the following updates:

* JCFA FY 09 / 10 Budget – Deputy Mayor Summers will submit our budget as requested. He will also present the issue of EMS cost reimbursement using the figure decided upon by the JCFA.

* False Alarm Ordinance – The proposal will soon be drafted and submitted for review by the JCFCA. Chief Barth reported that the focus will be on educating the public first before any fines are imposed. The 2008 statistics are being updated at this time.

* Federal Stimulus Money – Three projects have been identified for funding assistance to the suburban fire service: fiber-optic connectivity, the purchase of AVL/GPS/MDT equipment, and a training tower and / or administrative building for the regional training facility. Chief Barth reported that the chapter 75 chiefs had raised questions regarding the use of general fund money for the construction and renovation of urban, but not suburban, fire stations. He will ask the question of Louisville Metro and advise. (In a subsequent email, Chief Barth advised that these projects would not be eligible for funding through the stimulus money.)

* LG&E – A meeting is scheduled with representatives from LG&E, Chief Frederick, Chief Schmidt, and Chief Barth to discuss response related issues that were presented during the ice storm.

* MetroSafe – Chief Carlson has recommended a fire chief presence in the EOC to help prioritize responses during major events. The best practices committee will consider the recommendation.

With regard to communications, Chief Barth also mentioned a possible relocation of operation channels that would be based on an equalized number of calls for service. This is also something for the best practices committee to decide upon.

MetroSafe offices will begin relocating the week after Derby. The new radios should be in use by December. Chief Davenport offered a word of caution to departments receiving MDT's – make sure the installers are qualified and can be held responsible if something is not installed correctly.

* LMEMS – Chief Aponte reported on the forms developed by the QA committee for the departments to use when administering aspirin or Albuteral.

* Mutual Aid Agreement – A suggestion to update the mutual aid agreement will probably be put on hold for the time being as the document is actually mandated by ordinance and even though some of the signatures have changed since 2004, it is still binding.

LEGAL COUNSEL

Attorney Maurice Byrne provided the following handouts:

- * Revised Compendium Index (April 7, 2009)
- * Updated Trustee Election & Appointments (C#1, C-2, C#3)
- * Outline of Motor Vehicle Taxes

The updated index and trustee forms will be provided with the electronic distribution of these minutes so that the departments can update their compendium files. The motor vehicle tax outline will also be provided to those departments that were not able to attend.

Attorney Byrne also mentioned the issue of incentive pay, stressing the importance of paying scheduled and unscheduled overtime with incentive pay; doing so will be above the requirement of current law and will protect the district against any changes or charges that could be filed at a later date.

The issue of taxable benefits with regard to the \$30 per month (\$360 per year) reduction of income for reimbursable expenses, as mentioned at the last JCFTA meeting, was discussed. There is not a place on the

Individual Tax Form 1040 for the firefighter to claim the allowed deduction because the law treats the amount as though it is an expense reimbursement under an accountable plan. Chairman Bauer reported that the correct method is to deduct the amount from gross income on the monthly firefighter reimbursement checks. This benefits the firefighters and the districts as no Social Security tax is then required to be paid on the amounts. Attorney Byrne to follow up with a compendium update if needed.

NEW BUSINESS

Motor Vehicle Taxes – Discussion held regarding the decrease in motor vehicle tax collections due to a temporary change in the assessment calculation at the beginning of this year. Attorney Byrne explained the cause and effect of the change, and although the departments overall did see a decrease in revenue, it would be difficult and costly to pursue – especially, given the fact that the JCPS has chosen not to pursue a reported loss of 700,000 - \$800,000. It was recommended however that the JCFS issue a letter to the department of revenue to let them know that taxing districts were impacted by the change, which was not anticipated in budget calculations, and ask that we would be notified of future changes such as this.

Preliminary Real Estate Tax Assessments – Released and distributed to the districts on April 13. Work on the tax rolls will begin the week of April 20.

Trustee Appointments and Elections – The JCFS appointment package will be delivered to the mayor's office on April 30. Nominations for the property owner election are due to the EFA by May 18. Forms and information sent to the districts on March 26.

Fire Department ID Cards – Rising costs and decreasing budgets have prompted a decision for the JCFTA to begin charging a \$3.00 fee for the production of ID cards, effective July 1, 2009. The charge will apply to renewals and new cards only (no charge for changes or replacements).

JCFTA Executive Board Vacancy – Trustee Missy Ames has recently moved from Jefferson County and is no longer eligible to serve as an appointed trustee on the Worthington FPD, leaving a vacancy on the JCFTA XB as of June 30. Chairman Bauer would like to have someone from Anchorage, Eastwood, Jeffersontown, Lyndon, McMahan, Middletown, or Worthington to balance the board. We currently have the following representatives:

Chuck Bauer, Chairman – Fern Creek
Fred Simon, Vice Chairman – Harrods Creek
Lynn Meiman, Secretary / Treasurer – Lake Dreamland
Melissa Ames, Trustee – Worthington (vacant as of June 30, 2009)
Jack Clark, Trustee – Buechel
Howard Goldman, Trustee – Fairdale
Jack Monohan, Trustee – St. Matthews

Please submit any nominations to the EFA for the election to be held at the June meeting.

ADJOURNMENT – There being no further business to come before the board, the meeting was adjourned at 8:30 p.m.

NEXT MEETING – JCFTA Membership: 06/18/09 (7:00 PM) @ Lyndon

Respectfully Submitted:

Terri Livers EFA