

# JEFFERSON COUNTY FIRE TRUSTEES ASSOCIATION

## *Meeting of the Membership*

### MINUTES

Date: October 16, 2008  
Place: Worthington Fire Department  
Called to Order: 7:00 PM

**ATTENDANCE** – Buechel, Eastwood, Fern Creek, Harrods Creek, Highview, Jeffersontown, Lake Dreamland, Lyndon, McMahan, St. Matthews and Worthington. The following fire chiefs were present: Chief Davenport, Chief Reckner, Chief Barth, and Chief Yurt. Also in attendance were Attorney Maurice Byrne and EFA Terri Livers.

**PREVIOUS MINUTES** – The minutes of the August meeting were approved by motion of Buechel. Second by Harrods Creek. Motion Carried.

**FINANCIAL REPORT** – The current year to date financial reports were provided for review. Chairman Bauer reported on the discussion that took place at the October 8 meeting of the executive board with Mr. Kyle Mason, Vice-President of Fifth Third Bank involving our health insurance account and the repurchase sweep agreement that is in place to protect those assets. Chairman Bauer explained that under the agreement, the association (as a non-profit entity) purchases securities from the bank in the amount of the funds that are held in the account each day. The government backed securities are guaranteed at 102% of the balance through the Bank of New York that serves as the trustee for Fifth Third Bank. It offers the same protection as the collateralized / pledged assets that the fire districts receive, and we receive regular statements of the account activity.

Attorney Byrne reminded everyone of the section in our compendium pertaining to the investment of district funds which specifically mentions the required collateralization of deposits. Chairman Bauer advised that fire district audits should confirm that the collateralization of funds is sufficient and the KRS standards are being met, to avoid personal liability.

Motion of approval by Worthington for the financial reports as presented. Second by Lake Dreamland. Motion Carried.

The EFA reported that Chief Donnie Brooks and Denise Tonini are currently reviewing the fiscal year 07/08 accounts. Their report will be provided upon receipt.

### **ANNOUNCEMENTS AND REMINDERS**

#### OCTOBER

OCT. 1: Deadline to submit MOTOR VEHICLE & WATERCRAFT TAX RATE CERTIFICATION to Kentucky Department of Property Taxation.

#### TRUSTEES MEETING

- (1) Confirm that FIRE DISTRICT CERTIFICATION and AUDIT have been FILED, and FINANCIAL INFORMATION advertised.
- (2) Review Final Real Estate Assessments compared to Preliminary, Certified, tax rate and compensating tax rate for adjustments.
- (3) Review Tangible Property Assessments compared to last three (3) years and tax rate approved in July.
- (4) MINUTES: Approve September minutes and designate any KRS 75.240 material.

- (5) Confirm August minutes filed with County Clerk.

#### NOVEMBER TRUSTEES MEETING

- (1) Discuss AUDIT, BUDGET, TAX RATE for next calendar year.
- (2) MINUTES: Approve October minutes and designate any KRS 75.240 material.
- (3) Confirm September minutes filed with County Clerk.

#### DECEMBER TRUSTEES MEETING

- (1) BUDGET: Appoint Budget committee to present preliminary report at FEBRUARY meeting and final report at MARCH meeting.
- (2) MINUTES: Approve November minutes and designate any KRS 75.240 material.
- (3) Confirm October minutes filed with County Clerk

### **OLD BUSINESS**

#### *Committee Reports:*

Public Information, Education and Recruitment – Chief Barth reported that the following segments were taped for the next “Line of Fire” show: Louisville Water Company training on the hydrant program, Fire Prevention Week kick-off, winter fire safety – holiday fire safety– cooking fire safety, retiring Fire Chief Donnie Brooks and newly appointed Fire Chief Jeff Riddle of the Middletown FD, the 2008 Regional Fire School, Hurricane Ike response, and the Highview FD recruit class.

Governmental Affairs – Legislative Representative Bob Benson reported on the short legislative session that will begin in January. He advised that the fire commission is expected to submit legislation that would make physical agility testing mandatory, following the nationally accepted CPAT program for new hires. Chief Reckner commented on the program which has been available locally, throughout Kentucky, and a number of other states. It is a pass / fail test with a very high success rate. Once passed, the candidate is certified to obtain employment as a firefighter. Attorney Byrne also mentioned the physical agility information that is available in section of “N” our legal compendium.

Mr. Benson stated that the Homebuilders Association is expected to propose legislation involving the mini-maxi issue. Chief Reckner reported on the hearings and subsequent lawsuit that was filed against the Kentucky Board of Housing, Building and Construction by the Kentucky Association of Fire Chiefs, Central Kentucky Fire Chiefs Association, Jefferson County Fire Chiefs Association, Jefferson County Fire Inspectors Association, Jeffersontown Fire Protection District and Jack Reckner. An outline of the action and timeline was provided by Attorney Maurice Byrne. Departments or individuals that are interested in supporting the suit and / or contributing toward the legal fees are encouraged to contact Chief Jack Reckner. The potential negative impact on all locally adopted safety ordinances is very much a concern if the suit is unsuccessful.

Discussion held regarding the prospects of moving the fire tax cap increase through to passage in the 2009 session Mr. Benson responded that it would be difficult, but not impossible. The bill, which passed the house but died in the senate last year, will need renewed support, and those efforts are underway.

*Jefferson County Health & Dental Insurance Plans* – The EFA reported that the JCFS group dental plan was renewed on October 1 and the credit from Humana to offset our losses on the fully self-insured plan will be reflected on the November statements. The vision plan enrollment census was submitted to Humana on October 17.

*Trustees Workshop* – We had a full house again this year for the JCFTA workshop. Copies of the legal compendium reflecting updates to sections A, F, K, and M were provided to the districts that were in attendance for this meeting and will be mailed to those that were not.

## **LOUISVILLE METRO & JEFFERSON COUNTY FIRE CHIEFS**

The following report was provided by Chief Paul Barth:

- \* No new updates on the urban/suburban fire grant project for uniform firefighter safety and accountability devices for our firefighters.
- \* Three suburban fire districts (McMahan, Camp Taylor, and Fairdale) are continuing their work with the pilot project through the Louisville Water Company for fire hydrant testing and reimbursement for their services. The Louisville Water Company recently requested an update on the level of participation for the full project next year and it appears that all of the districts will participate. An issue involving the sharing of data between the districts and the Louisville Water Company through FireHouse is being addressed to ensure that the records entered by the district will not have to be duplicated.
- \* The suburban fire districts are continuing to work on the Louisville Water Company and LOJIC GPS project in locating private fire hydrants, sprinkler connections, and key boxes. Project completion date is the Fall of 2008.
- \* The “Communications Best Practices Committee” continues to meet monthly. The committee consists of representatives of the suburban fire districts, Louisville Fire Department and Metro Safe. Work continues on new procedures for the new radio system. Chief Barth reported that McMahan has been testing some of the new radios and they are working very well.
- \* Chief Paul Barth, Chief Greg Frederick, Public Safety Director Kim Allen, and Attorney Babs Elliot are continuing to gather information for consideration of a False Fire Alarm Ordinance for Metro Louisville.
- \* The suburban fire districts along with Louisville Fire Department are continuing to work on a uniform “Fire-Fighter Rehabilitation Policy” for use by the fire services, in conjunction with Metro EMS. The policy (with 2 minor changes) received a vote of support by the suburban fire chiefs at their chapter 75 fire chiefs meeting along with a request to solicit funding to obtain the necessary monitoring equipment. The vote will need to be affirmed at the November JCFCA meeting.
- \* The Jefferson County Fire Instructors Association conducted their annual statewide fire school on September 26th, 27th, and 28th. Over 800 firefighters from across the State of Kentucky attended the school, which surpassed the number of attendees at the statewide fire school held in Lexington.
- \* The Jefferson County Fire Inspector's Association is working with Louisville Fire Department on the development of an ordinance that would ban the sale of novelty lighters in Metro Louisville. Copies of the ordinance were shared with the chiefs for their review before it is submitted to the metro council.
- \* The suburban fire Haz-Mat team provided stand-by services at the recent Ryder Cup event. Chief Davenport reported that all went well on the fire side, but that there were some EMS issues. The Haz-Mat team has submitted a bill for their stand-by services and they have been paid. Eastwood FD has submitted a bill to Kim Allen for their services.

- \* Some of the suburban fire districts participated in a community-wide Supporting Heroes "boot on Saturday October 11th.
- \* Two suburban firefighters, Andy Longstreet and Angela Scott, recently received a national award thru LOJIC at the 2008 GIS Conference for "Best Cartographic Design" on their work on a fire atlas mapping program. Congratulations!
- \* A committee of suburban fire chief officers (Chief Aponte, Deputy Chief Dellis, and Assistant Chief Mark Stigers) have been commissioned to work with LEMS to narrow down the EMS "delta" calls for service. They are to report back at the November JCFA meeting.
- \* The districts were asked to complete a simple form to calculate the basic expenses of providing emergency medical responses. So far, the results are very close to the rate proposed in the research conducted by Chief Gary Yurt and presented to the chiefs in September. A fee of \$8.00 per mile or \$40 per response could be used to support a cost recovery effort that would divide the suburban fire service into small and large districts. The smaller districts (Anchorage, Buechel, Camp Taylor, Lake Dreamland, McMahan and Shively) could base their cost on a four mile response (\$32) and the larger districts (Eastwood, Fairdale, Fern Creek, Harrods Creek, Highview, Jeffersontown, Lyndon, Middletown, Okolona, PRP, St. Matthews and Worthington) could base their cost on an 8 mile response (\$64). Once the rate can be justified and agreed upon by the fire service, it will be submitted to Kim Allen for Louisville Metro consideration.
- \* Metro firefighters were offered a free flu mist vaccination as part of an exercise that took place on October 15.
- \* A survey has gone out to determine if there is enough support from the chiefs to scheduled a leadership and management and leadership class by retired police officer Larry Grant. Chief Barth has attended sessions that were conducted for the public protection cabinet and was impressed with the content of the program.
- \* The fire chiefs will have a "Breakfast with the Mayor" meeting on November 6<sup>th</sup> at 8:30 a.m.
- \* The August statistics revealed 437 full and part time employees serving the suburban fire districts (up 8 from July) and 547 volunteer firefighters (down 5 from July). With regard to the decreasing number of volunteer firefighters, Chairman Bauer and Trustee Newman reported on the success of Fern Creek's recruitment program and the changes that they have incorporated to attract and retain new volunteers, many of which do not reside in their district. Please contact Fern Creek if you would like more information.

**LEGAL COUNSEL** – Attorney Byrne mentioned the handouts that were provided this evening on the lawsuit involving the mini-max issue, as well as information from the state's record's management guidelines. Mr. Jerry Carlton of the Kentucky Department of Libraries and Archives was a presenter at the trustee's workshop. He addressed the class with information pertaining to records retention and management (see section K, public records in the compendium), which includes e-mail. Copies of the state's guidelines on "Managing E-mail messages as Public Records" were provided to those in attendance of this evening's meeting and will accompany the mailing of these minutes.

## **NEW BUSINESS**

*JCFTA Executive Board Election* – The ballots were cast and the following votes recorded:

Chuck Bauer, Chairman – 11 votes  
Fred Simon, Vice Chairman – 11 votes  
Lynn Meiman, Secretary / Treasurer – 11 votes

Melissa Ames, Trustee – 10 votes  
Jack Clark, Trustee – 11 votes  
Howard Goldman, Trustee – 11 votes  
Jack Monohan, Trustee – 11 votes  
Ron Wolf, Trustee – 1 vote

*Recommendation for JCFTA Legal Counsel FY 08/09* – In accordance with our bylaws, the executive board has recommended the retention of Attorney Maurice Byrne as legal counsel for the Jefferson County Fire Trustees Association. Motion of approval by St. Matthews. Second by Buechel Motion Carried.

*Discussion of JCFCFA / JCFTA Annual Meeting* – Chairman Bauer reported on discussions that took place at the executive board meeting regarding the food expense for the annual meeting. Buechel Fire Department has assumed the responsibility for hosting the meeting for many years and as the expenses have increased it has become more of a burden to fund the cost of feeding close to 150 people. Chairman Bauer suggested a cost sharing of the food expense by the districts. Chief Barth suggested, that if we wish to continue providing a meal at the annual meeting, then the money could be found in the fire alliance budget rather than asking the departments to contribute. Buechel made a motion to recommend the allocation of \$1,200 from the fire alliance budget for the expense. Second to the motion by Lake Dreamland. Motion Carried. The next meeting of the Jefferson County Fire Alliance is scheduled for November 19, where the request for funding will be submitted.

**ADJOURNMENT** – There being no further business to come before the membership, the meeting was adjourned at 8:35 p.m.

**NEXT MEETING** – Annual JCFCFA/JCFTA Meeting: 01/15/09 (7:00 PM) @ Buechel

Respectfully Submitted:

Terri Livers EFA