

JEFFERSON COUNTY FIRE TRUSTEES ASSOCIATION
Meeting of the Executive Board

MINUTES

Date: January 9, 2008
Place: Fern Creek Fire Department
Called to Order: 7:00 PM

ATTENDANCE – Chairman Chuck Bauer, Vice Chairman Fred Simon, Trustee Jack Clark, Trustee Lynn Meiman, Trustee Howard Goldman, Trustee Jack Monohan, Chief Paul Barth and Terri Livers, EFA.

PREVIOUS MINUTES – The minutes of the meeting held on 10/10/07 were approved by motion of Trustee Monohan. Second by Trustee Clark. Motion Carried.

FINANCIAL REPORT – The current year to date financial reports were provided for review. Motion for approval of the financial reports by Trustee Monohan. Second by Trustee Clark. Motion Carried

ANNOUNCEMENTS AND REMINDERS

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.

OLD BUSINESS

Public Information, Education and Recruitment – Col. Barth reported on the new Line of Fire Show that is currently airing and the various channels where it can be seen.

Governmental Affairs – Committee chairperson Jack Clark presented the legislative proposal as agreed upon by the bill sponsors. The proposal allows for a .02 increase every five years, which is better than the .10 cap (est. 1944) but not exactly what the districts were hoping to achieve. Legislative representative Bob Benson has worked closely with the legislators and advises that it would be in our best interest to support the proposal in its current form as it has a good chance of passing both the house and senate in the 2008 session; will provide some much needed relief; and could be amended later in a future session. It was decided that the proposal should be shared with the districts as soon as possible for their review. The proposal still calls for metro council oversight as agreed upon by the membership of the JCFTA at the February 2007 meeting. Discussion held regarding the need to include the metro council in the progress of the legislation so that they are aware of the proposed oversight. The EFA was directed to send a copy of the proposal to the metro council president and request that a meeting be scheduled with the chairman of the trustees association for further discussion. Representative Brinkman will attend the annual meeting to share his thoughts on the proposal with the membership. Members of the metro council will also be invited to attend.

LOUISVILLE METRO & JEFFERSON COUNTY FIRE CHIEFS – Col. Barth provided the following updates:

LMEMS – The major issue of concern is the number of EMS runs that the fire districts are responding to and the cost related to those runs. Dr. Richmond has met with several of the departments and changes to the protocol are being considered. Col. Yurt is still working on the cost recovery issue for EMS related responses made by the fire departments.

MetroSafe – The MetroSafe towers are being installed. Lt. Col. Johnson and Col. Carlson continue to work on behalf of the JCFS in all aspects of the MetroSafe communications development.

Fireworks Ordinance – The Kentucky Firefighters Association does not want to make any changes to the state law at this time.

Roadway Safety Plan – The roadway safety plan, adopted by the Kentucky Fire Chiefs Association, will be adopted by the Jefferson County Fire Chiefs at the annual meeting.

Rehab Policy – The committee is still working on this item.

Speed Control Bumps, Humps and Tables - This subject will soon be addressed by the metro council and they have asked for input from the fire departments so that one form of speed control device can be utilized across the Louisville Metro area.

Cable Barriers - Harrods Creek will host a safety workshop for dealing with the highway cable barriers. More information to follow as it becomes available.

LEGAL COUNSEL - No Report

NEW BUSINESS

Review of FY 08/09 JCFTA Administrative Portion of Jefferson County Fire Alliance Budget – The EFA presented a proposal to the board for funding of the JCFTA office in the next fiscal year. It included a line item for the addition of a part-time assistant as previously directed by the board. It also included an option to add disability insurance for the EFA position. The board decided that short-term coverage (classified as under 90 days) would not be needed as the association could self-fund in the event that the EFA were to become unable to work for a short period of time (up to one month, after the utilization of all accumulated benefits). The employee handbook will be changed to reflect the addition of this provision. The cost of a long term disability plan, and a 3% cost of living allowance for the next two years of the EFA employment contract were approved by the board and will be included in the proposal. Motion by Secretary / Treasurer Meiman. Second by Trustee Monohan. Motion Carried.

Associate Non-Voting Members - Chairman Bauer mentioned that he receives calls from time to time from departments outside of Jefferson County inquiring of items that are referenced in the legal compendium, and most recently the issue regarding taxable benefits. He asked the board if there would be any interest in extending membership in the association to departments outside of Jefferson County. The members agreed that we should share information as much as possible with outside departments but there was no need to extend the membership at this time to non-voting members.

ADJOURNMENT – There being no further business to come before the board, the meeting was adjourned at 8:20 p.m. Motion by Trustee Clark. Second by Trustee Monohan. Motion Carried.

NEXT MEETING – JCFTA Membership: 01/17/08 (7:00 PM) @ Buechel (annual meeting)
JCFTA Executive Board: 02/13/08 (7:00 PM) @ Fern Creek

Respectfully Submitted:

Terri Livers EFA