

August 16, 2018

MINUTES OF A REGULAR SESSION OF THE
NEW HAVEN/ADAMS TOWNSHIP FIRE/EMS GOVERNING BODY

The regular meeting of the New Haven/Adams Township Fire/ Emergency Medical Services Governing Body was called to order on August 16, 2018 at 7:00 p.m. by Mayor Terry McDonald who presided.

Present: Terry McDonald, Terry Werling, Bob Byrd, Brian Yoh, Rick Kaylor
Absent: None

Title VI Statement

Terry Werling made a motion to approve the regular meeting minutes of the July 19, 2018 meeting. Brian Yoh seconded the motion and the motion was approved.

First item on the agenda was an update on the hiring process. Chief Hale told the Board 26 applications went out, 18 of the 26 were turned back in, 10 of the applicants are certified Firefighter/EMT, and 8 are Paramedic certified as Firefighters. All 18 applicants took the general aptitude test on August 13th. Next is a written Fire & EMS test on September 6th. Chief Hale will bring the chosen applicant before the Governing Body on October 18th for approval and then a start date of October 28th or November 11th. Terry Werling asked Chief how we got so many applicants and he said they did a good job on bringing out the positives on our health insurance, other benefits and days off.

Next on the agenda was the 2019 Fire and EMS budget. Brian Yoh made a motion to approve the Fire and EMS budget for 2019 as presented. Terry Werling seconded the motion and the motion was approved. The total EMS budget for 2019 is \$1,093,576.00 with the City of New Haven's portion being \$554,706.61, Adams Township's portion is \$48,374.83, and Jefferson Township's portion is \$38,494.56. Revenue for collections is expected to be \$414,000.00 and the subscription revenue at \$38,000.00. The EMS department 2018 salaries are as follows:

Division Chief of EMS Full-Time....	\$60,602.00
Part-Time Division Chief of EMS.....	\$22.00/hr-29.14/hr.
Captain/Firefighter.....	\$52,015.00
Paramedic/Firefighter.....	\$51,934.00
Probation-Paramedic/Firefighter...	\$50,000.00
Administrative Asst. /Billing Clerk...	\$22,248.75
HR Director.....	\$ 6,509.22
Paramedic Fill-In.....	\$15.00/hr. to \$20.00/hr.
Advanced EMT Fill-In.....	\$12.50/hr. to \$15.50/hr.
EMT Fill-In	\$11.00/hr. to \$13.00/hr.

The total fire budget for 2019 is \$1,628,004.00 with the City of New Haven's portion being \$1,305,942.00, Adams Township's portion \$222,727 Jefferson Township's portion \$80,500.00, overage \$18,835.00. The fire department 2019 salaries are as follows:

Fire Chief.....	\$ 62,298.32
District Chief/EMT.....	\$ 52,732.00
Firefighter/EMT.....	\$ 49,458.00
Firefighter/Paramedic.....	\$ 51,934.00
FF/Paramedic Probation.....	\$ 50,000.00
Firefighter/EMT-Probation.....	\$ 47,524.00
Deputy Chiefs.....	\$ 2,197.00
Three Assistant Chiefs.....	\$ 1,853.00
Firefighter 1st Responder	\$ 10.25/hr.
Firefighter/Paramedic fill in....	\$ 13.25hr./17.83hr.
Firefighter /EMT fill-in.....	\$ 13.25/hr.
Administrative Asst. /Billing Clerk	\$ 22,248.75
HR Director.....	\$ 6,509.22

Chief Hale said we are doing a regional grant with Perry Twp. and Huntertown for 92 SCBA's which includes the SCBA unit, face piece and 2 cylinders, but we are the host for the grant. The amount of the grant is \$557,300 with a 10% match to be divided up based on the amount of units to each department. The process to make sure you follow the Assistance to the Firefighters Grant is complex and as the host, we could be held liable financially if we do something wrong. If/when the 2017 AFG application is awarded; Firehouse Grants will provide services for \$1,000.00 to advise us on procurement process, calculate and submit payment requests, prepare progress and federal financial report SR-425, prepare amendment requests as necessary and prepare the closeout report. Chief said their customer service is great. If we don't get the grant, we would not owe them anything. Terry Werling made a motion to approve Firehouse Grants to provide the discussed items above for the

amount of \$1,000.00 if the SCBA grant is awarded. Rick Kaylor seconded the motion. Chief Hale commented this will replace all of our SCBA's at all 3 stations.

Chief Hale gave the monthly report for July. Some of the points were: Aerial inspection of T-17, all ground ladders inspected/tested by ATC, 200 HR Aerial maintenance inspection completed by Global, Station and Rescue air cascade bottles were hydrostatically tested, purchased saws, he gave the run breakdown and some other reports. The Board was given the monthly reports for Stations #1, #2 and #3.

Chief Hale updated the Board on the Fire Muster. Ann Street will be dedicated to people with special needs. Powers Street will be a no siren road. Along with all the display and events there will be activities for the kids and competitions such as waterball and food. We were lucky to get many sponsors and donations for the event.

Chief Hale asked for permission to form a search committee for the replacement of Director of EMS Bob Atkinson. Brian Yoh made the motion and Bob Byrd seconded the motion.

Director of EMS Bob Atkinson gave the Board a letter of conveyance of information to aid in the transition of the New Haven/Adams Township EMS department to Chief Hale and the next leader of the EMS service. The letter pointed out the accomplishments from February 2016 to present and he spoke of concerns such as DEA licensing and the concerns for the EMS 45 Volunteer Association. Brian Yoh thanked Director Bob Atkinson for stepping up and keeping up with compliance and active involvement of the Med Car on weekends and evenings and bringing the power cots to the service. Bob thanked the Board for all of their support and was glad he could serve this way. Terry Werling also thanked Bob.

District Chief Troy Bennigan will be retiring October 31, 2018. The Mayor thanked him for his service.

Terry Werling made a motion to adjourn the meeting. Rick Kaylor seconded the motion and the motion was approved.

Brenda Adams, Clerk Treasurer