

**MINUTES OF A REGULAR SESSION OF THE  
EAST CENTRAL FIRE/EMS GOVERNING BODY**

The regular meeting of the East Central Fire & EMS Protection Territory Board was called to order on November 16, 2022 at 6:00 pm by Chair Joe Kelsey

Members Present: Steve Ottenweller, Mark Bradtmueller, Bob Byrd, Joe Kelsey, Steve McMichael, Jeff Abbot

Members absent: Brian Yoh

**Previous Meeting Minutes**

Bob Byrd made a motion to approve the minutes from the October 26 regular scheduled meeting. Joe Kelsey seconded the motion, and the motion was approved.

Ayes: Steve McMichael, Steve Ottenweller, Mark Bradtmueller, Joe Kelsey, Bob Byrd, Jeff Abbot

Nays: None

Absent: Brian Yoh

**Approval of Claims (Expenses/Payments)**

The following Claims were approved.

Utilities	\$123,601
Payroll	\$235,595
Payroll	\$111,994

**Review of Financial Reports**

See attached summary of the Revenue and Expenditure Report and the financial statement for Investment Accounts.  
The main expense accounts 2243-0100-4111 thru 2243-100-4442 for the Department will probably under run the budget for 2022.

## **Budget for 2023**

No new updates for the 2023 budget.

## **Equipment Replacement Discussion**

The Chief has met with Financial Solutions Group, the Department's Financial Advisors, related to this issue and they are reviewing options.

## **Update on Fire Fund and Cum Fund Transfer**

Jefferson Township - the State Government audit is complete and the review of the audit will be shared with the Trustee and Board yet this month

## **EMS and Fire Runs Statistics for Last Month**

EMS runs

2021 - 259

2022 - 277      we are over 3,000 runs for 2022

Fire runs

2021 - 161

2022 - 171

## **Volunteer Update**

Jon Staufer provided stats on volunteer hours in October.

Structure fires	172
MVC	69
EMS	104
Fire runs	100
Pump shift fill-in	124
Pump shift extra	109
PR events	185
Pump shift other	14
Training	309
Command on call	615

Meetings/work detail 241

Total hours 2,041 for 45 volunteers.

See attached detail.

### **EMS Subscription**

The material to be provided to the public is still not quite what the Board prefers, so the Chief will rework it and send a soft copy to the Board before the next meeting in December. Steve McMichael made a good suggestion the material and associated contract that will be provided to the public be reviewed by an attorney to minimize the Department's liability. Joe Kelsey offered to have the attorney for the City of Woodburn review the material and associated contract to make sure it looks good.

### **IROL Program**

The Chief reported the IROL program is waiting on instructions from the attorney before rolling it out.

### **Rewarding EMS Workers for Runs to Fort Wayne**

Bob Boyd made a motion to allocate \$46,100 from the TRAA Billing Fund for purpose of rewarding staff who worked overtime in support of the EMS runs made in 2021 and 2022 to help out TRAA. Mark Bradtmueller seconded the motion.

Ayes: Steve McMichael, Steve Ottenweller, Mark Bradtmueller, Joe Kelsey, Bob Byrd, Jeff Abbot

Nays: None

Absent: Brian Yoh

### **Adjournment**

Steve McMichael made a motion to adjourn the meeting. Mark Bradtmueller seconded the motion.

Ayes: Steve McMichael, Steve Ottenweller, Mark Bradtmueller, Joe Kelsey, Bob Byrd, Jeff Abbot

Nays: None

Absent: Brian Yoh

The next regular scheduled meeting is December 28 at 6 pm at New Haven City Hall.

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Steve Ottenweller  
Secretary