

SOUTH KALAMAZOO COUNTY

FIRE AUTHORITY

Minutes of Regular Meeting Held April 27, 2016

The regular meeting of the South Kalamazoo County Fire Authority Board was held at 11318 N. Boulevard, Vicksburg, Michigan on April 27, 2016. The meeting was called to order by Randy Smith at 7:00 pm.

The following members of the Authority Board were present for all or part of the meeting: Bill Adams, Todd Carlin, Jim Deming, Randy Smith, Mike Tomlinson, and Don Ulsh.

Absent: None

Guests in attendance for all or part of the meeting: Chief Tracy McMillan, Administrator Tracy Locey.

Approval of the Agenda

Tomlinson moved, seconded by Adams to approve the agenda as presented. **Motion carried 6-0.**

Approval of Consent Agenda

Adams moved, seconded by Ulsh to approve the consent agenda as presented. **Motion carried 6-0.**

List of Bills

The list of bills was presented. Smith moved, seconded by Adams to approve the payment of the list of bills. **Motion carried 6-0.**

Communications – None.

Citizen's Time

Brandon McMillan – Mr. McMillan addressed the board stating the Chief has not been disciplined, has not received a negative review, has not had expectations established by the board, and has produced everything the board has requested of him. How can a job be posted when there has been no resignation. He feels what the board is doing is morally and ethically wrong.

Shelle McMillan – Mrs. McMillan addressed the board stated the Chief has been criticized for the lack of administrative duties. He has given the board the needs of the department. How can one improve with a vague job description? The board should not put its nose in the day to day business of the department. The board has not supported the Chief or the Firefighters. Citizens seem to know more than the Chief and the board members have consistently lied about their actions. The Chief is very active with the department. He is caring and giving. The board should reconsider the decision to post the job.

Smith made a statement that the board is not making the recommendation based on negative job performance by the Chief.

Kylee McMillan – Ms. McMillan stated she is disgusted by the Board. The Chief has given more time and compassion to the job than anyone else on the department. The Chief performs all the tasks and indeed maintains good working relationships with area agencies. The board does not support the Chief or firefighters. The Chief should be allowed to run the department as it should be.

Debbie Duran – Ms. Duran would like to know why a job would be posted without there being a discipline problem with the Chief. By doing so it implies there are faults in the Chief's performance.

Megan Bush – Ms. Bush met the Chief when she joined the program as an explorer. He welcomed her to the department and helped her develop into a competent firefighter. The Chief is dedicated to the community, is well loved and respected. She is disappointed a job would be posted for someone that has given 42 years to the department. She finds it disrespectful to push retirement.

Jean Truckey – Ms. Truckey is here to know why a job would be posted.

Alicia Crandall – Mrs. Crandall summarized the sacrifices made by the firefighters that service the community. She asked the board to put themselves in the firefighter's shoes. She asks the board to consider what exactly the Chief has done wrong.

Regular Reports

Chief's Report

The Chief presented revisions to the Reserve Program. The Board expressed concerns and requested the document be reviewed by the insurance company before taking an action. Battalion Chief Brandon McMillan provided an overview of a new program being implemented by the Sheriff Department to assist with dispatching. The cost to SKCFA to utilize the program will be \$600 per year. BC McMillan feels the department could reduce the number of pagers needed to offset the expense. Brass Alarms is working on setting up the database for the Fire House Software. The goal is to be up and running in 45 days. Chief McMillan reported Station 1 has a roof leak. He was advised to seek quotes for board consideration. An SOG will likely be drafted for the use of narcan. When the drug is used, patients often become combative. Tanya's Totes will be making small stuff animals to be handed out at incidents to children.

Chief McMillan commended Officer Jason Daniels for his heroic efforts in rescuing two people from their burning home. Daniels was awarded a certificate.

Administrator's Report

Locey reviewed the presented written report.

Committee Reports

Apparatus Committee – None.

Human Resources – To be covered under Old Business.

Planning Committee – None.

Old Business

HazMat Update

Ulsh reported they are still working on developing a fair and equitable funding mechanism.

Fire Chief Job Description

Adams stated CPSM was brought in to look at our operations and provide us areas for improvement. Several recommendations were made that could make us the best of the best. One area was the recommendation of a redefined Fire Chief job description. The recommended description calls for the chief to be actively involved with the administrative duties of the Authority and for the Board to take a

less active role in the day to day operations. A proposed committee was presented to spearhead the process of establishing the new job description and executing a search for candidates to fill the position. The committee is made up of one board member, two outside experts, and the current fire chief. The goal is to make the administration of the Authority a responsibility of the Chief. It was noted Chief McMillan has submitted his paperwork to run for elected office in Schoolcraft Township. The Articles of Incorporation of the Authority clearly stipulate a member of the board may not be an employee of SKCFA. It was also noted that Michigan State Law prohibits, for municipalities with populations of less than 40,000, a member of that municipal's governing board from serving as that municipality's Fire Chief without board approval. Attorney Rolfe has been requested to review the statute. It was noted this change in the job description is not a reflection on the Chief's performance. Adams moved, seconded by Tomlinson to approve the committee representation and the proposed process as outlined in the April 27, 2016 document. Motion carried 6-0. A brief discussion took place on the history of how the administrator position came into existence. Following the motion's approval, Brandon McMillan rendered his resignation.

New Business – None.

Members Time – None.

Smith adjourned the meeting at 8:01 pm

Todd Carlin, Secretary

Recorded and typed by Tracy Locey.