

SOUTH KALAMAZOO COUNTY

FIRE AUTHORITY

Minutes of Regular Meeting Held January 18, 2017

The regular meeting of the South Kalamazoo County Fire Authority Board was held at 11318 N. Boulevard, Vicksburg, Michigan on January 18, 2017. The meeting was called to order by Chairman Jason Gatlin at 7:00 pm.

The following members of the Authority Board were present for all or part of the meeting: Colin Bailey, Todd Carlin, Jason Gatlin, Randy Smith, Mike Tomlinson and Don Ulsh.

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

Approval of the Agenda

Item XI. Closed Session to discuss performance of Tracy McMillan in compliance with MCL 15.268 Section 8(a) was removed. Smith moved, seconded by Carlin to approve the agenda as amended.

Motion carried 6-0.

Approval of Consent Agenda

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

List of Bills

Smith moved, seconded by Tomlinson to approve the list of bills as presented. **Motion carried 6-0.**

Communications – None.

Citizen's Time

Alicia Crandall – Crandall would like to see two public comment periods on the agenda.

Discussion took place on the practice. Ulsh moved, seconded by Tomlinson to establish two public comment periods on the agenda with the first comment period being for agenda items and the second comment period being for non-agenda items. **Motion carried 6-0.**

Regular Reports

Chief's Report

Chief McMillan reviewed the presented written report. The training program is being evaluated. Continuing education classes have been established for 2017. A request for \$250 was made to purchase recruitment banners. The expenditure will be reviewed by Locey and McMillan for a recommendation to the Board. McMillan was presented a public relations program by a third party. More information will need to be obtained to determine costs.

A written report from the Advisory Committee was presented.

Administrator's Report

Locey reviewed the presented written report. The finance committee met with Locey and McMillan to review the budget through the end of third quarter. Budget amendments 03312017-7 through 03312017-13 were presented. The intent was the amendments should cover any

further expenditure in the line items through year end. Smith moved, seconded by Ulsh to adopt the amendments as presented. **Motion carried 6-0 with a roll call vote.**

Locey addressed the Board seeking guidance on her job duties as it relates the hiring of Chief McMillan as an administrative fire chief. The HR committee will meet to discuss.

Committee Reports

Apparatus Committee

The cooler on the pumper needed repair and there have been a few issues with the tanker.

Human Resources

McMillan would like to recommend Eric Munn fulfill the duties of Captain at Station 3. He has been serving in the position on an interim basis. Smith moved, seconded by Tomlinson to support the recommendation. **Motion carried 6-0.**

Planning Committee – Covered earlier with budget amendments.

New Business – None.

Old Business

MABAS Update – Tabled.

Retention & Recruitment Plan – Tabled.

Members Time

Ulsh reported all parties in Kalamazoo County have signed the HazMat Agreement. SKCFA still needs one additional representative to the Kalamazoo County HazMat Team. McMillan reported Jason Emmons is completing his training requirements and will be the representative.

Smith reported on the benefits of the consolidated dispatch and all SKCFA should be in support of the surcharge ballot proposal. A campaign is underway to educate the public on the necessity of the consolidation and additional required funding.

With there being no further business, Gatlin adjourned the meeting at 7:33 pm.

Todd Carlin, Secretary

Recorded and typed by Tracy Locey.