

SOUTH KALAMAZOO COUNTY

FIRE AUTHORITY

Minutes of Regular Meeting Held July 19, 2017

The regular meeting of the South Kalamazoo County Fire Authority Board was held at 11318 N. Boulevard, Vicksburg, Michigan on July 19, 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, Ken Hovenkamp, Randy Smith, and Mike Tomlinson.

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

Approval of the Agenda

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

Approval of Consent Agenda

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

List of Bills

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

Communications – None.

Citizen's Time – None.

Regular Reports

Chief's Report

Chief McMillan reviewed the presented written report. A committee is being formed with neighboring departments to review wages and benefits.

Discussion took place on the Enbridge Vehicle Grant. Expenses related to the vehicle need to be assessed in addition to how the vehicle may benefit the department.

McMillan recommended the hiring of Brianne Dee and Kylie Zeller. Both are members of the explorer program. Gatlin moved, seconded by Tomlinson to approve the recommendation as presented. **Motion carried 6-0.**

White Pigeon FD is considering billing for the Mottville fire; however an ordinance may be needed.

Advisory Committee Report

The committee is working on ways to increase efficiency with the FireHouse program. Additionally the committee is working on NIMS.

Administrator's Report

The draft audit report was presented for fiscal year end March 31, 2017. Representatives are to present the report to their respective boards and seek approval. A vote will be taken by the SKCFA board at next month's meeting.

Committee Reports

Apparatus Committee

A plan for the grant vehicle will be submitted to the board prior to acceptance of the grant. Gatlin moved, seconded by Smith to appoint Hovenkamp to the Apparatus Committee. **Motion carried 6-0.**

Human Resources – Covered earlier in the meeting.

Finance/Planning Committee

Smith reported the HazMat Team is moving forward with an allocation formula based funding methodology. Smith requested Locey verify and update the data used in the preliminary presentation. Based on the Capital Improvement Plan of the Team, SKCFA may incur a \$4,000 per year increase in expenses. Discussion took place on Recovery Ordinances related to HazMat and large scale incidents.

Smith reported the Comstock Township Supervisor expressed his gratitude to SKCFA for their contribution of station staffing throughout the services for Chief Switalski.

Bill Mears of Pridecare addressed the board and stated the Bylaws are being updated to accommodate the board transition between Pridecare and South County EMS. It is expected the full transition to be completed in 18 months. There has not been any disruption in service.

New Business – None.

Old Business

MABAS Update – Tabled.

Retention & Recruitment Plan – Tabled.

Citizen's Time – None.

Members Time

Hovenkamp spoke about area departments that are teaming with chaplains to help firefighters and residents with difficult incidents. SKCFA may want to consider a department chaplain.

With there being no further business, Gatlin adjourned the meeting at 7:31 pm.

Todd Carlin, Secretary

Recorded and typed by Tracy Locey.