

SOUTH KALAMAZOO COUNTY

FIRE AUTHORITY

Minutes of Regular Meeting Held May 18, 2016

The regular meeting of the South Kalamazoo County Fire Authority Board was held at 11318 N. Boulevard, Vicksburg, Michigan on May 18, 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, Jim Deming, Randy Smith, Mike Tomlinson, and Don Ulsh.

Absent: Todd Carlin

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

Approval of the Agenda

Smith added to X. New Business; a. Closed Session to Review Attorney Communication. Ulsh moved, seconded by Adams to approve the agenda as amended. **Motion carried 5-0.**

Approval of Consent Agenda

Ulsh moved, seconded by Smith to approve the consent agenda as presented. **Motion carried 5-0.**

List of Bills

The list of bills was presented. Smith moved, seconded by Tomlinson to approve the payment of the list of bills. **Motion carried 5-0.**

Communications – None.

Citizen's Time

Ron Ferrucci – FF Ferrucci inquired if the Chief was being pushed out of his position. Smith responded stating the HR Committee recommended the Board follow the recommendation of the consultant and revise the job description. A panel has been assembled to provide a job description and search for candidates for the Board to consider. Chief McMillan is eligible to apply for the position; however if Chief McMillan applies for the position, he will not be able to participate on the panel. Ferrucci feels if a job description is changed, the person should be allowed the opportunity to fulfill the new expectations prior to searching for a new candidate. Finally a question was raised about the citizen's comment portion of the agenda. Smith stated when the citizen time is at the end of the meeting the board has already acted and any comments are then not taken into consideration.

Regular Reports

Chief's Report

Chief McMillan reviewed the written report. The Firehouse Software will be implemented July 1st for incident reporting and training. Payroll will follow. McMillan will be obtaining revised quotes for the roof repairs at Station 1. Station 3 also has a roof leak. Deming will look into the leak.

A proposed change was presented to the MABAS Agreement. A definition was added for Special Operations Team. Additionally a clause was added regarding the compensation for the utilization of special operation teams. Chief McMillan recommends the board approve the changes. Smith expressed concerns about not having the Authority cover the costs incurred if a special operations team is utilized.

He feels the individual municipalities should carry the burden of the expense and seek any reimbursements exclusively. Smith also feels the Chief should have to consult and obtain permission to call in a special operations team from the municipality that would incur the costs. Policies should be developed by the Authority outlining the procedures. Each municipality should consult their insurance carrier on coverages available in the event a special operations team would be needed. This item will be revisited next month after more information can be obtained and considered.

Administrator's Report

Locey reviewed the presented written report. Adams recommended Locey contact the village clerk for a consultant the village used to help lower their telephone costs. Locey also reported Brady Township has donated its copier to the Authority. Once the server is moved the copier will be added to the network.

Committee Reports

Apparatus Committee – None.

Human Resources

Deming reported the panel has met and will be scheduling additional meetings.

Planning Committee – None.

Old Business

HazMat Update

Smith inquired about how the Kalamazoo County HazMat Team integrates with the MABAS Special Operations Team.

New Business

Closed Session to Review Attorney Communication

Smith recessed the meeting to go to closed session. The meeting reconvened. Communication from the attorney addressed the Chief's run for the elected township supervisor position. Michigan statute *MCL 15.401 et. Seq.*, Political Activities by Public Employees Act stipulates the board may require the Chief to be placed on a leave of absence for up to sixty days before an election. Smith moved, seconded by Ulsh to not place Chief McMillan on a leave of absence and allow him to continue his duties. **Motion carried 5-0.**

Members Time

Smith noted the insurance carrier recommends members of the reserve program be Firefighter I & II trained. Additionally members should be paid; otherwise minimum wage standards will be utilized when calculating worker's compensation premiums.

With there being no further business, Smith adjourned the meeting at 7:44 pm.

Todd Carlin, Secretary

Recorded and typed by Tracy Locey.