



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

November 25, 2014

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:02 a.m. by Chairperson Beth Friend at 897 Parsons Road, Traverse City, Michigan, MI.

PLEDGE OF ALLEGIANCE - recited

Roll call – 6 members, a quorum

Chuck Korn, Garfield

Glen Lile, East Bay

Jay Zollinger, Acme

Cathy Dye, Acme Alternate

Bob Featherstone, Garfield

Beth Friend, East Bay

Paul Scott, Acme (excused)

ATTENDANCE:

Pat Parker, Chief

Terry Flynn, Asst. Chief/OPS

Brian Belcher, Asst. Chief/FP

Robin Ehardt, Accountant

Meredith Hawes, Pub Ed

Mark Shaul, Capt.

Adam Drewery, Lt.

PUBLIC COMMENT: None

APPROVAL OF AGENDA: **Motion** by Lile, supported by Featherstone, to approve the agenda as emailed. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Lile, supported by Zollinger, to approve the October 28, 2014, minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

Year End Forecast: Still working on.

Approval of Revised Exhibit A under ACH Policy: Under the “Pre-Authorized Electronic Payment Vendors” section of Exhibit A, Fifth Third Bank was deleted because it has been paid in full, and the payroll company IPS was changed to Infinisource. **Motion** by Zollinger, supported by Korn, to approve Exhibit A as changed. All ayes. Motion carried.

CLAIMS: **Motion** by Korn, supported by Zollinger, to approve the prepaids in the amount of \$50,592.45 (check #11027-11059 –with no voided checks; and \$3,820.00 for an electronic check for new ACH payment) for a total of \$54,412.45, and the regular claims in the amount of \$31,590.80 (check #11060-11115 with no voided checks). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Dye, yes; Featherstone, yes; Friend, yes. All ayes. Motion carried.



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CORRESPONDENCE: See the Record-Eagle article dated 11/19/2014, "TC, townships have chance to explore shared services."

REPORTS

CHIEF: See Chief Report. Due to complications with the Grand Traverse Town Center site, they are now looking again for property off the development. They are concentrating their efforts on Mt. Hope Road. MDOT was informed that the curb cut on M-72 is not needed. Parker and Zollinger will meet with the realtor after this weekend holiday.

ASST. CHIEF/OPS-TRAINING: See Asst. Chief/OPS Report. Lile asked if we had a policy that the firefighter pay back all or part of the cost of their training when they leave Metro. He said to put it on the agenda under "Old Business" for the December meeting.

ASST. CHIEF/FIRE MARSHAL: See Asst. Chief/Fire Marshal and Fire Prevention Bureau Report.

PUBLIC EDUCATOR: See Fire & Life Safety Public Education report.

OLD BUSINESS:

Consulting Project: Parker sent ESCI a letter for additional information regarding mutual aid and patient transport and last week Parker and Friend had a conversation with Kent Greene. Friend reported on the issue with the City and getting a joint Ad Hoc committee together. The City's Ad Hoc committee was dissolved and they have no interest in getting it back together for further discussions on how we can work together on joint ventures. A letter will be written and brought back to the Metro Board at the December meeting for Board review before sending it to the City. Also, at the December or January meeting the Board will make a motion to approve taking formal action on the consultant project.

Professional services: Parker reported that the legal services expire March 2015 and that it went out for bids 3 years ago. He also reported that the snowplowing for Station 11 & 12 was done this year, and that Station 9, Admin, and Station 1 stayed with the same vendors due to low or little cost increase. The waste will be going out this year. **Motion** by Korn, supported by Featherstone, to put out an RFQ for legal representation. All ayes. Motion carried.

NEW BUSINESS:

Approval of 2015 Calendar (Note: change Jan mtg due to MTA conf): Discussion. **Motion** by Korn, supported by Lile, to approve the calendar with the January meeting date moved from Jan 27, 2015, to **January 22, 2015**. All ayes. Motion carried.



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Approval of Resolution 2014-2 (Application to MTTP Risk Reduction Grant Program): Parker reported this grant was for security cameras for Station 1. **Motion** by Lile, supported by Zollinger, to approve Resolution 2014-2 (Application to MTTP Risk Reduction Grant Program). All ayes. Motion carried.

Strategic Planning: Parker reported on the 2014 Annual Strategic Plan.

ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: For the December meeting put Election of 2015 Officers under "New Business."

PUBLIC COMMENT: None

There being no objections, Chairperson Friend declared the meeting adjourned at 11:06 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind