



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

July 26, 2016

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Chairperson Beth Friend at 897 Parsons Road, Traverse City, Michigan.

PLEDGE OF ALLEGIANCE - recited

Roll call – 6 members, a quorum

Chuck Korn, Garfield

Glen Lile, East Bay

Jay Zollinger, Acme

Jeane Blood-Law, Garfield Alternate

Bob Featherstone, Garfield (excused)

Beth Friend, East Bay

Paul Scott, Acme

ATTENDANCE:

Pat Parker, Chief

Brian Belcher, Asst. Chief-Fire Marshal/FP

Mark Shaul, Capt.

Adam Drewery, Lt.

PUBLIC COMMENT: None

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

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Blood-Law, supported by Scott, to approve the June 28, 2016, minutes as emailed. All ayes. Motion carried. **Motion** by Scott, supported by Blood-Law to approve the July 18, 2016, special minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

CLAIMS: **Motion** by Zollinger, supported by Blood-Law, to approve the prepays in the amount of \$30,048.18 (check #13025-13049 – with no voided checks) and the regular claims amended to include additional claims in the amount of \$89,675.97 (check #13050-13115 – with no voided checks). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes; Blood-Law, yes; Friend, yes. All ayes. Motion carried.

CORRESPONDENCE: See the letter from North Flight Aero Med.

R E P O R T S

CHIEF: See Chief Report. Parker reported on the Mutual Aid Cost Recovery. Chief to email the Board a copy of the 2008 agreement. Sixteen applications were received for the Assistant Chief-Operations job. They were narrowed down to 8, and 5 will be interviewed with a September start date.



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ASST. CHIEF/OPS-TRAINING: See Asst. Chief/OPS Report (Flynn's last report). Parker will attend the Garfield Twp. meetings in place of Flynn.

ASST. CHIEF/FIRE MARSHAL: See Asst. Chief/Fire Marshal- Fire Prevention Bureau Report and Fire and Life Safety Report. Belcher reported that the Inspector/Investigator position was given to Eric Chryst who has been with the Metro Department for 6 years. He also reported that 22 applications were received for the Fire and Life Safety Educator position by the July 20th deadline. Our current Fire and Life Safety Educator, Kyle Clute, went to suppression but is still doing pub ed functions.

OLD BUSINESS:

Meeting time/place/televised status: Per the Board's request at the last board meeting to check into putting the audio on the website, it was determined that it would be doable. However, due to the size of the files our audio tech person is suggesting that we use a third party cloud called Soundcloud to store these files. The recording would be free but we would have to invest in better audio equipment. Parker talked with Kim McNeil at UpNorth TV and her portable equipment is available and her staff could do it. For a two hour meeting it would cost \$100 which includes the recording, editing and putting it out on the web with indexes, and \$25 for every 20 mins thereafter. They would put it on the web and host it for \$400 per year up to 15 meetings. Discussion. The Board decided to: (1) keep the meetings at the same time (9:00 am.), day of the week (Tues), and 4th Tuesday of the month, (2) change the locations of the meetings to be held once a year at each of the five fire stations, 2 at each of the Twps (to use Garfield and East Bay's recording equipment when at their location), and one at the Admin Office, or any location at the Chief's discretion, (3) Use UpNorth TV to record the meetings and place the video on their web for access but link them through ours; to be done for a 1 year trial to see if the data supports the cost, (4) start the change in the new year – January 2017, (5) review the 6 month data on the hits in June/July for the budget cycle for the next year.

Approve 2017 Budget – Pending Townships Approval: See "Draft" 2017 Budget, Timeline, and Preliminary Assumptions. It will now go to the Townships for approval. Along with the budget is the "Draft" 2017 Budget Resolution which addresses the millage rate and the method of the Townships on funding Metro's 2017 budget obligation. Discussion on the 2% (COLA) wage increase in the budget (see 2017 COLA Analysis for 2017 budget).

Motion by Zollinger, supported by Korn, to approve the budget of total budget expenditures of \$3,914,990 as presented. Roll call: Zollinger, yes; Korn, yes; Scott, yes; Blood-Law, yes; Lile, yes; Friend, yes. All ayes. Motion carried. Parker to send the complete budget packet and resolutions to the Township clerks to put on their agendas.

Motion by Zollinger, supported by Blood-Law, to establish a policy on the cost of living that we use the State of Michigan inflation rate multiplier as our guide. All ayes. Motion carried.



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NEW BUSINESS:

Paramedic Tuition Reimbursement Revisited: See letter from Jarod Barber asking for tuition reimbursement for the paramedic course that he and Spencer Scanlon are currently enrolled in. The reimbursement policy was just approved for full-time and part-time employees for a one-time only stipend of \$2,000 to begin with the 2016-2017 course. Discussion. **Motion** by Scott, supported by Korn, to include the two employees that are currently enrolled in the paramedic course in the reimbursement program based on their letter grade and letter provided. All ayes. Motion carried.

ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: None

PUBLIC COMMENT: Drewery asked for clarification on tuition reimbursement for the paramedic course for other firefighters that had already completed the course. The Board said there was no reimbursement for anyone who has already completed the course, only currently enrolled employees or future attendees. Blood-Law asked about why we chose 18 months instead of two years to get reimbursed back from anyone leaving the department that got their education paid for. Discussion.

There being no objections, the meeting was declared adjourned by Chairperson Beth Friend at 10:50 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind