



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

May 28, 2019

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Chairman Jay Zollinger at Acme Township (Old Laundromat), 3593 Bunker Hill, Traverse City, MI.

PLEDGE OF ALLEGIANCE – recited

Roll call – 6 members, a quorum

Beth Friend, East Bay

Jay Zollinger, Acme

Chuck Korn, Garfield

Glen Lile, East Bay

Darryl Nelson, Acme

Steve Duell, Garfield

ATTENDANCE:

Pat Parker, Chief

Steve Apostal, Asst. Chief-OPS

Robin Ehardt, Accountant

Steve Peacock, Auditor

Brian Belcher, Asst. Chief/Fire Marshal-FP

Molly Agostinelli, Garfield Trustee

Spencer Scanlon, IT/Firefighter

PUBLIC COMMENT: None

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

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES – April 23, 2019, minutes stand approved unless there are any changes. Minutes stand approved as presented.

FINANCIAL REPORT:

AUDITORS REPORT: Ehardt introduced Steve Peacock, Auditor from Rehmann. Peacock presented the audit report. (See audit report for year ended December 31, 2018). Financial report as presented.

CLAIMS: **Motion** by Friend, supported by Nelson, to approve the prepays in the amount of \$61,130.91 (check #16336-16366 with no voided checks); and regular claims distributed with the Board packet in the amount of \$53,370.04 (check #16367-16420 with no voided checks) for a Grand Total Regular Claims in the amount of \$53,370.04; for a Total Prepay and Regular Claims in the amount of \$114,500.95 (check #16336-16420); and Payroll ACH's of \$185,253.77 for Total Claims in the amount of \$299,754.72. Roll call: Korn, yes; Lile, yes; Duell, yes, Friend, yes; Nelson, yes; Zollinger, yes. All ayes. Motion carried.



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CORRESPONDENCE: None

REPORTS

CHIEF: See Chief Report. Parker reported that he met with Jason Allen, USDA Rural Development State Director, to discuss Metro's capital needs. Allen said he currently has \$80 million in monies available. Parker recommends a joint meeting with Jason and members of the Board. The Board appointed the three supervisors to attend the meeting. Parker asked the Board what involvement they wanted in Metro's long-term strategic planning work group. Zollinger said to hold a strategic planning work session with all the Board members.

ASST. CHIEF/OPS-TRAINING: See Asst. Chief/OPS report. Apostal reported on the status of the hiring process for the full-time firefighter position.

ASST. CHIEF/FIRE MARSHAL: See Asst. Chief/Fire Marshal- FPB Report and Fire & Life Safety Report.

OLD BUSINESS:

Approve Revised Articles of Incorporation: See "Agenda Item – Approve Articles of Incorporation", Articles of Incorporation with changes, and the clean copy of the Articles. After approval by the Metro Board it will go to all three Township Boards and then to the State.

Motion by Korn, supported by Lile, to accept the proposed changes to the Articles of Incorporation as presented. Roll call: Friend, yes; Nelson, yes; Duell, yes; Korn, yes; Lile, yes; Zollinger, yes. All ayes. Motion carried.

Zollinger reported he will be setting up a meeting with the Supervisors soon to start working on the Bylaws.

Fire Response to Medical Calls: (See Agenda Item – Fire Response to Medical Calls). Parker reported that this was an agenda item at the area Med Control Authority. Parker and Apostal met on April 9th with Med Control and it was a packed house as it is a big issue with a lot of fire departments across the Med Control Authority. So Med Control created a subcommittee. Med Control is going to file a local protocol change with the State giving some relief to area fire departments on what calls they need to go on and what calls not to. Included in the Metro Board packet was a document that Parker received, and it is going to determine whether you have an ALS agency in your response area or not. If you do not have an ALS Agency in your response area, you can still get relief if an ALS agency can respond in 8 minutes or less. Metro is going to wait and see what the protocol is going to be when it comes out, and Parker will bring it back to the Board. Zollinger said when the protocol comes out for Metro staff to compare it with the old one and let the Board know what the changes are and come back with a recommendation.



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NEW BUSINESS:

Purchase of Defibrillator/Monitors – Approve Resolution 2019-03, Budget Amendment #2:

Parker reported on the history of the defibrillator/monitors (see Agenda Item – Purchase of Defibrillator/Monitors). Spencer gave a demonstration on the defibrillator/monitors. Parker said it was their recommendation to do a budget amendment to purchase these out of fund balance. Discussion. **Motion** by Nelson, supported by Friend, to approve Resolution 2019-03 -- 2019 Budget Amendment #2. Roll call: Korn, yes; Lile, yes; Duell, yes; Friend, yes; Nelson, yes; Zollinger, yes. All ayes. Motion carried.

Approval to Hire 2 Additional Full Time Firefighters: (See Agenda Item – Approval to Hire 2 Additional Firefighters). Zollinger reported that our leadership team is working shifts because we don't have enough firefighters available and we need more people for staffing. (See Firefighter Hour Statistics 2018-1019 dated 5/20/2019 and GT Metro – duty hours not filled). Parker reported that we are at the crossroads of increasing our staff or cutting our services. Currently Station 12 is the 1st station to get browned out. The recommendation is to bring on two more full-time firefighters in July. Discussion. **Motion** by Duell, supported by Nelson, to approve hiring of 2 additional full-time firefighters. Roll call: Korn, yes; Friend, yes; Lile, yes; Nelson, yes; Duell, yes; Zollinger, yes. All ayes. Motion carried.

Any Suggested Agenda Items for Future Board Meetings: Station 11 (floor/exercise room); Leases-amortization; Priority Dispatch; fiduciary report on Metro's retirement plan.

PUBLIC COMMENT: Tom Cash, Garfield Township resident, addressed the Board.

There being no objections, meeting was declared adjourned by Chairman Zollinger at 11:19 a.m.

Chairman Jay Zollinger

Assistant Secretary Marcia Schwind