

Westfield Fire and Rescue District

April 6, 2015
Regular Meeting

Trustee Likley calls the meeting to order. Roll call: Schmidt- aye, Likley- aye, Thombs- aye.

The Trustees did not go into executive session as stated on the agenda due to Mr. Thorne not available and the executive session will be rescheduled.

Comments from the floor –none

Chief's Report

- 36 total runs, 28 squad/ems, 4 fire, 4 motor vehicle accidents. Total of 27 Residents, 8 Village and 1 Seville.
- Medicount Management provided the Trustees with 12 month EMS billing review. They have new software that is more user friendly, faster and is less expensive. The price of billing per run is currently \$12- \$15 and with the new software the cost will be approximately \$2.00 per run. The WFRD will be provided a new contract to review.
- The new truck is moving forward. There is a pre-construction meeting tomorrow which is the final step in the ordering process.
- The K 12 saw is now in service. Training for this new equipment went well.
- The new electric hydraulic rescue tools have been ordered. A six week expected delivery time. Likley asked if the old tools could be resold and the Chief would like to have a back-up set of tools for emergencies.
- The Overhead Door Company was contacted to repair the doors at the station. Some seals need to be replaced and the pneumatic hose guards will need to be repaired. An estimate should be provided by next week and there are maintenance funds set aside for this in the budget.
- Open House/Safety Day will be June 6, 2015.
- Letter from Medina County Township Association regarding the Rescue Team being merged with the Medina County All Hazards Team. A County Council of Government (COG) may be formed and may include members from each city to be part of the board (with township representation). The COG will also be authorized to oversee the All Hazards Team and TROT (rescue team) and funding. Likley believes the COG should be formed and the district will listen to the recommendations of the Prosecutor's Office. The trustees were provided a draft letter to sign to show their approval. The Fire Chiefs are asking the Township Association to be a part of the newly organized COG that would serve as the administrative body that would include TROT.

Thombs makes a motion to send the signed letter to demonstrate the Trustees' support for the formation of the Council of Government; seconded by Schmidt.

Discussion: WFRD letterhead and signatures will be sent. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.

Fiscal Officer's Report

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- Payment listing in the amount of \$18,015.34.

Likley makes a motion to pay the bills in the amount of \$18,015.34 as submitted; seconded by Schmidt. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.

- Cash Summary by Fund in the amount of \$515,942.44. Discussion: How is the reissuing of the truck monies (for rental of truck) being identified? Zweifel said that the \$299,000.00 is part of the general fund.
- Correspondence- February Bank Reconciliation to be signed.
- Medina County Township Association letter already discussed.

Minutes to be approved

Likley makes a motion to accept the March 16, 2015 meeting minutes as submitted; seconded by Schmidt. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.

Old Business

- ✓ Personnel Policy Draft (Driving, Harassment, Drug policies)-Ohio Motor Vehicle Bureau will check personal driving records and run background checks. Kelly Austin and legal council will meet with the WFRD employees and Lee Evans on May 11, 2015 @ 7:00 PM at the WFRD station. This meeting will take approximately 1 ½ hours.

Resolution 2015-04- Likley makes a motion to approve the Westfield Fire and Rescue District Personnel Policies/Handbook Resolution 2015-04 including Exhibit A -Policy Prohibiting Discrimination and Sexual Harassment; Exhibit B -Drug and Alcohol Abuse Policy; Exhibit C -Driving Policy; seconded by Thombs. Roll call: Schmidt-aye, Likley- aye, Thombs- aye. The motion passes.

Discussion: Signature pages will be required for all employees to sign. Employees may ask for a hard copy but the policies will be online. Employees will be forwarded a copy for their review and Chief Fletcher will provide the email addresses.

New Business

Health Insurance increased 27%. A meeting with Burnham and Flowers Insurance Group (Jim Organs) will be on May 4th to discuss options for health insurance.

Department Liability Insurance information with OTARMA will be on April 20, 2015 to provide the new premium information. Renewal date is in June.

- ✓ Records Retention on hold

Announcements

April 20, 2015 WFRD Regular Meeting @ 6:30 PM

Likley makes a motion to adjourn at 6:45 PM; seconded by Thombs. All said Aye.

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Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: 4/21/2015


Trustee James Likley, Chair


Trustee Michael Schmidt


Trustee William Thombs