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| OFRPD meeting Minutes Others in attendance: Chief Kim Shook, Chief Roger Katz, Captain Brandon Flathers, & Greg Holloway  Janet Alumbaugh, John Gillium |  |  |
| **Location:** | 301 W Dryden Odessa, MO |
| **Date:** | 6/19/24 |
| **Time:** | 7:00 PM |
| **Facilitator:** | Board Members: Marty McDdemed, Robert Hotmer, Norm Brodeur, Kevin Moppin |
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Agenda items

Call to order- Marty McDermed Called meeting to order at 7pm

Consent Agenda

1. May Meeting minutes
2. Treasures report
3. Check Register & Bill Pay

Motion was made to approve the consent agenda by Norm Brodeur with a second motion by Kevin Moppin. Motion approved 3-0 With Marty McDermed abstaining

The motion was made by Norm Brodeur to amend agenda of # 7 New Business to #3 with a second motion by Robert Hotmer. Motion approved 4-0

3. a. 2023 District Audit presented by John Gillum

Error found that there were still 3 active credit cards of former employees that needed to be closed.

Paycheck- OT Policy manual timesheets need to be verified by more than one person.

Motion was made by Norm Brodeur with a second by Kevin Moppin to approve the 2023 District Audit Report Motion approve 4-0

4. Public Comments on agenda items -none stated

5. Chiefs Report

Calls from 005/11/24- 06/11/24

Fire:17 EMS: 86

EMS Mutual Aid Received: 2 Sni Valley

Fire Mutual Aid Given: 2 Sni Valley

Fire Mutual Aid Received 0

EMS Mutual Aid Given: 2 Sni Valley, 3 Higginsville, & 1 Wellington

Service Calls: 15

* the apparatus committees have met and are in the process of receiving bids
* Garage doors have been ordered waiting on them to arrive
* OFRPD provided EMS Standby for the Odessa Rodeo
* OFRPD will be providing an Engine for standby at the City’s Fireworks Display July 2nd
* Speakers have been installed throughout the station
* Maegan will begin Fire I & II thru Wellington in July
* Medicare Audit has been completed and submitted

Motion was made by Robert Hotmer to approve Chiefs report, with a second motion by Norm Brodeur motion approved 4-0

Old Business

a. Update Radio information of radio service-

Captain Flathers updated that radios are coming in and being installed

b. Committees report

Committee discussed to not do anything with the CDs and money at this time no action taken

c. Apparatus committee reports-

Brandon Flathers brought 3 quotes to the board on Fire Trucks

1. E-1 Demo Truck $860,000
2. Spartan- Feld 5180 Truck 8 month build 2-year warranty $875,000
3. Pierce - Saber Cab No customs 36 months out 1,033,000

Need to ask Legal about posting for bids

Greg Holloway said that the ambulance committee is looking at Conrad with minimal changes to what was purchased previously. 2 ½ years out updating specs this week and getting pricing.

b. Administrative assistant Job description

Job will be classified as hourly PT non exempt

Hourly pay of $15.00 allow and set orientation time also

Hiring process- testing, interview, show that they can PowerPoint, word etch

Job description – add take minutes for meeting

Updating district files – converting into computer files, operating in system

Motion to post job description was made by Norm Brodeur with a second made by Kevin Moppin. Motion approved 4-0

9. Motion was made by Robert Hotmer to adjourn the meeting with a second motion by Kevin Moppin. Motion approved 4-0

Meeting adjourned at 7:51pm