|  |  |  |
| --- | --- | --- |
| OFRPD meeting MInutes Others in attendance: Carl Scarborough, Chief Kim Shook by phone, Chief Roger Katz Captain Brandon Flathers, & Greg Holloway |  |  |
| Location: | 301 W Dryden Odessa, MO |
| Date: | 5/15/24 |
| Time: | 7:00 PM |
| Facilitator: | Board Members : Marty Modemed, Robert Hotmer, Norm Brodeur, Ruth Dillon, Kevin Moppin |
|  |  |

Agenda items

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

Motion was made to approve the consent agenda by Ruth Dillon with a second motion by Robert Hotmer. Motion approved 5-0

1. Consent Agenda
2. April Meeting minutes
3. Treasures report
4. Check Register & Bill Pay

Motion was made to approve the consent agenda by Ruth Dillon with a second motion by Robert Hotmer. Motion approved 5-0

1. Public Comments on agenda items -none stated
2. Chiefs Report

Calls from 04/12/24-05/10/24

Fire:8 EMS: 69

EMS Mutual Aid Received: 1 Sni Valley

Fire Mutual Aid Given: 2 Sni Valley, 1 Mayview

Fire Mutual Aid Received 0

EMS Mutual Aid Given: 2 Sni Valley, 2 Higginsville

Service Calls: 16

* Med 1 is at Kenworth getting repairs AC unit
* Bids are in for the garage doors
* Medicare audit is almost complete
* Engine 2 should be completed soon from Kenworth for AC unit
* Engine and ambulance committee have been selected
* We will be providing Standby for Odessa Rodeo in June

Motion was made by Robert Hotmer to approve Chiefs report, with a second by Norm Brodeur. Motion approved 5-0

Old Business

1. a. Update Radio information of radio service-

Captain Flathers updated with radios being delivered by July.

The completion Of dispatch to Lees Summit is projected to go live Sept 30,2024. Carl will need to see contract first and will draft a 90 day letter to end dispatch services with Higginsville as of October 1,2024.

b. Committees report

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

1. New Business
2. Garage door bids
   * + 1. Builders Overhead had a bid of $22,400
       2. Quality Overhead had bid of $21,709.50
       3. Jackson Premiere Overhead had a bid of $28,400

The Chiefs recommendation is #2 Quality Overhead door.

Norm Brodeur made a motion to Accept the. Chiefs recommendation of Quality Overhead Door at $21,709.50. with Ruth Dillon making the second motion. Motion approved 5-0

1. Administrative Assistant Job Description

Adjust work hours to8-4 plus other hours as required

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

Carl will send over he classification for job

Have ready to post after next meeting to advertise

No Action Taken

1. Motion was made by Robert Homer to adjourn meeting With a second motion by Ruth Dillon. Motion approved 5-0

Meeting adjourned at 7:40pm