

German Township Fire Department
Board of Directors Meeting
August 11, 2009

Call to order – President Terry Eickhoff at 7:00pm.

Recap of minutes from July 2009 – Minutes lost due to computer hard drive issue.

Sale of rescue squad (old 8R8) to Clay City, KY for \$9,000. Voted / Approved.

Sale of utility trailer. Information posted at HQ. Scott Laugel only member to make offer of \$1500. Voted / Approved.

Investments of funds. Move \$100,000 into higher yielding accounts. Voted / Approved.

Treasurers Report

\$100,000 moved to Integra Bank – 5, \$20,000 CDs.

Discussion of relationship with Old National Bank – Customer Service Issues.

Audit in progress.

Expense reimbursement plan progressing.

Discussion of health insurance benefits for full-time employees. If a spouse has access to health insurance through their employer, it should be taken. Discussion only.

Brook Hoesli has resigned from the department

Eric Decker has resigned from the department

David Magary has returned his gear / uniforms

Brain Akin and Jamie Eastham – No training for 6 months. Akin has returned gear. Akin and Eastham are still members.

Administrative personnel support proposal:

Personnel files not current, fund drive second notice not out, training records data entry, water usage reports not submitted, no EMS report audits, response records not submitted to the State, etc. Some of these failures could result in the loss of grant funds. There are probably other functions not identified above. Propose hiring Cindy Gries to do this for eight Fridays. Pay the part time rate. She is competent in all of our data bases and microsoft products. After 8 weeks we evaluate where we are, where we are behind, where we should be. This would cost us an additional \$1000 for this trial. We have the funds. If we continue this it would be recommended every other Friday for this kind of activity. For one year this would cost us \$3900. Well below the savings from the second employee health insurance costs.

Additional examples of administrative functions we need to be accomplishing regularly.

- NFIRS monthly reporting to the State
 - NFIRS response report review and audit monthly
- Develop a system to retrieve NFIRS data from dispatch
- Develop a blue light card for new members
- PSID numbers entered into Firehouse
 - Still gathering their numbers for the new recruits
- Membership roster current monthly
 - How do we know when people who no longer belong
 - Daytime people need to notify Brett when someone brings gear
- Staff certification
 - Recertification Instructor
 - Recertification First Responder
 - Recertification EMT

- Text messaging system maintenance
- Report filing
 - File training reports
- Posting of reports
 - File Response Reports
- Posting of reports
- Staff membership
 - Coming off probation
- Water usage report to the German Township Water District
- Fund drive record maintenance

Discussion / review of administrative personnel support proposal. Motion to approve by Chapman, seconded by Orth. Motion carried.

General discussion – future financial issues – report attached.

Meeting adjourn.