

Board Meeting Minutes of the Kinloch Fire Protection District

Meeting of the Board of Directors

February 26, 2019 3:57pm

- I. Meeting called to order
 - a. Roll Call

Director Pickens – Present

Director Falls- Present via conference call

Director Reese- Present

Asst. Chief Stewart- Present

Deputy Chief Perry- Present

Chief Pryor- Absent

Legal Officer Gray- Absent

- b. Open floor comments from the public

- Comment from KFPD Captain Edward Darden I see the request for purchase of new command vehicles 4300 and 4301 and the purchase of a new station duty vehicle. I understand the request and need for the New 4301 Asst Chief Vehicle because he actually performs district duties and the station duty vehicle, but why do we need a new 4300 Chief Vehicle when we never see him, He's never here.
- Comment from FF EMT Philip Nast, it will be really sad if we had a line of duty death, due to bad equipment we do what we do with what we have but it would be nice to have newer equipment that is actually NFPA approved,
- Comment from Phillip Nast, it was brought to our attention that we now have a fire marshal, and a chief medical officer.... Well none of us had the opportunity to be considered for those positions, and I don't believe that is fair to all of us. We all have worked hard and put our time in, and we would like to be considered for those positions as well
- Comment from Capt. Darden, in addition to that, I'm looking in the aspect of our insurance for the district, they are going to try to find every reason not to pay out, the gear so only suppose to last 10 years, most of us have gear that is 15 yrs. or older, and I've been here 13 of that, I'm just looking out for the safety of the guys and there families. Some have kids, We don't want of the district Chiefs or director s get a call informing him that one of there guys have been hurt or killed, the ins company is going to try to find any reason not to pay, and the district would be liable. I know we are working on things and everything like that , and I think that everybody is committed , were patient, we just I think the gear and the safety of the guys is of the utmost importance rather than vehicles, now I will say the Asst Chief Vehicle is needed, because he responds to calls, he is up there all the time. And the Station vehicle for when other officers get promoted to the duty chief rank. But the

Chief's vehicle is not needed, especially when none of the guys know who the chief is we don't ever see him. I believe if you expect someone to follow you you would expect to see them. Out of the 3 chiefs we have the two we have here tonight are the ones we see day in and day out, and they have our respect.

- Director Falls, I have a question.....is the chief there?....Asst Chief Stewart-NO....Director Falls That's all I need to know
- Director Reese....Why hasn't the Chief Been here
- Asst. Chief Stewart....well the Chief says he has to work, we tried to reach him by phone but he did not answer
- Director Reese my thing is the men out here say they don't ever see the Chief, so are these the men that work at the station.....Asst Chief Stewart-Yes maam
- Director Pickens that is kind of concerning, then men don't even know who there chief is, like you've said we've tried to call him, I see kind of at this point some type of reprimand needs to be in place. I mean we've been meeting 1 day out of the month pretty consistently. He needs to be informed that he needs to be present at these meetings or face possible termination. This has been going on for months and you guys don't know who he is
- Director Reese. You all don't even have a meeting with the Chief?....it seems like you would at least have some kind of meeting with him
- Capt. Darden,.....the last meeting we had with him was die to the fact that we where fed up about they way he would use the other two chief to give his orders and threaten us, and then sporadically when he shows up he expects that same respect. We all are busy we all have something other to do but we make the sacrifice to come up and pull our shifts. If you're going to be the Chief you need to be around.
- Deputy Chief Perry.....me and Kevin always meet we always talk, I try to talk with the captains and we communicate with each other but its just hard to try to get the Chief cause he's always working.
- Director Reese.....I believe you all should have meetings, there should be a meeting with the chief and the men, there should be a meeting in case you all have question for him, we meet every month, why do we meet and you have no meetings with the Chief. That's all I'm saying. To me there should be a scheduled meeting with the Chief, Director Falls agrees
- Captain Darden I agree, I'm speaking for everyone, a lot of these guys don't have the drive to come speak I guess, or they are afraid of retaliation from the Chief. You tell us to do something, but you wont do it I believe is a conflict. We need a working Chief, we don't just need someone with a title. There have been talks, I'm going to speak the straight up truth, there have been talks of a no confidence vote against the Chief. But the guys are afraid of retaliation from the Chief, he hold the fact that we are still on probation over our heads and if we say something we gone.
- Director Reese.....How can he do that I though we as a board, aren't we over hiring and firing. Explain that to me
- Asst Chief Stewart, that is correct once you all appoint them as permanent members of the district during their probationary period they are subject to termination without cause while on probation

- Director Pickens, does he have to consult with you to do that, or can he just do that
- CPA Turner...not according to state law, even if he is terminating someone without cause he still has to bring it to the board so they can vote to dismiss any member even if it is without cause
- Motion by Pickens to accept comments from the public 2nd by Director Reese
- Non opposed, motion carried

Next item

Approve board meeting minutes from Jan 29 board meeting

Motion by Director Pickens, 2nd by Director Reese non opposed motion carried

Next item

Approve district bills, invoices, and expenditures

-the board is reviewing bills invoices and expenditures in their packet

-Director Pickens is the duty car

-Asst Chief Stewart yes maam that is the vehicle the chief picked, he did discuss it with me and Deputy Chief Perry, we have concerns with the high mileage and its only 2wheel drive, considering the weather we just had in the recent weeks, it would render us at a disadvantage. The accountant has looked at the books, and has advised us that the district can afford to spend a little more to get a vehicle that has the necessary equipment and options that we need to be efficient.

- Director Pickens is this vehicle something we need now?

- Asst. Chief Stewart yes maam currently we don't have a station duty vehicle for the on duty chief to respond in or run district errands, and the asst. fire chief vehicle, I believe really is unsafe to be driving, but I do what I have to do to take care of business. The door jam is warped so it doesn't close and secure fully, the windshield wipers do not work, there is a major electrical problem, the windows don't come down at all either. So Yes maam we do need the vehicle

- Director Falls, may I ask a question...When the Chief goes to purchase something, doesn't he have to bring it to us first? I thought he just couldn't go purchasing anything on his own. I know you are in need, but he does not have the authority to go buy something on his own without bringing it to us. We want it done right . we don't want him going to just buy anything.

- Asst. Chief Stewart well he hasn't purchased anything, he just went and did the leg work and shopping around.

- Director Falls.....He should have come to us to get permission to go look for vehicles, I mean he just don't have that authority, we may not know everything, but I do know before you go talking about buying anything, he needs to bring it to us first and then we can vote it up or down, the fire dept is a business we just cant run it any kind of way, this is like a marriage, you don't go out and buy something with out checking with the wife first, and vice versa or we gone have problems. Right is right and we do things in the right way I don't want our fire department going through that mess we just got out of. If he cant serve maybe he cant serve as Chief maybe he out to resign before we Fire him, I'm just stating

facts, I'm in my right mind and I know what I'm saying right is right, we got to do right with the people's money

- CPA Turner...I recommend that the board comes up with a budget on how much that the board approves to be spent on vehicles and the safety features that are needed on each and every vehicle before purchase, once that is approved then someone can go out and be shopping for the vehicles.

- Director Pickens, this \$480.00 cell phone bill what is that
- Asst. Chief Stewart this cell phone bill is a result of the First net cell phones, apparently there is a contract that was entered into on behalf of the district with the Chief to provide the command staff and the pumper with a mobile phone for communication purposes. Yes we do need communications, but I'm not sure if it was presented to the board before the chief entered the contract
- Director Pickens....who has the original contract
- Asst. Chief Stewart, the chief
- Director Pickens.... let the Chief know we need to see the original contract
- Director Pickens...what is this blue card
- Asst. Chief Stewart, the Blue Card is incident commander certification training for certified incident commanders, this has been mandated by the St. Louis County Fire Ground Safety Initiative and the standard across the county
- Director Reese...I have a question about the Missouri Employers Mutual
- Asst chief Stewart Yes maam that is our workers comp insurance provider it is up for renewal
- Director Pickens, \$ 600 monthly to Turner Business solutions pays for what
- CPA Turner yes maam the services I will be providing are full service accounting services for the district, in addition creating and maintain policies and procedures of the district internal controls for the district policies I have built are our accounting policies moving to operational policies and human resources policies, along with the Asst Chief we have built in electronic file storage database for all of our files, I will also be attending monthly board meeting in addition to creating purchasing orders for district approval of board members and other procurement processes, in addition to writing new set of bylaws for the district, I will be physically present at the fire station at least one day out of the week
- Asst Chief Stewart she does prepare our monthly financial statement for the district
- Director Pickens...What is this \$709.00 bill for printer toner?
- Asst Chief Stewart...the chief hired this company to service our printers and fax machine LSQ funding group, They dropped off a bunch of toner and have been coming by almost every week to service the printers, I do not know the details of the services being provided, the chief set that account up
- Motion by director Pickens 2nd by Director Reese to Pay bills invoices and expenditures except for the AT&T cellphone bill until we can see the original contract, the Toner charge invoice until we see the terms of service and the purchase of the vehicles until we set a budget to acquire them and necessary equipment.

Vote Called by Director Pickens

Director Pickens- Yea

Director Falls- Yea

Director Reese- Yea

Next Item

Request for purchase of new radios

- Asst Chief Stewart, back in November one of our radios was stolen off of the fire truck, the police were contacted, and the radio was disabled by St. Louis County . We need to replace that one, and we need to purchase 2 new walkie talkies and a mobile radio for the command vehicles, we are waiting for quotes to come in for that equipment

- Director Falls....Asst. Chief I believe I we keep dragging our feet on Chief Pryor we are going to be in trouble. It seems that he does not think too highly of the fire district, you have to attend the meetings, you have to communicate with your people, you have to show up for work, if you cant be available then maybe he don't need to be Chief. You keep us abreast on everything and he don't and he's the Chief. I'm ready to vote him out, he is going to get us in trouble, I'm just speaking my mind, right is right I know what's going on.
- Asst. Chief Stewart....with all do respect madam director , I understand your concern but we have to discuss that in a closed session meeting we cannot discuss personnel matters out in the open meeting forum.
- In the midst of the follow up audit it was brought to my attention by the State auditors office is that it is indeed actually Ms. Reese term that expires in April of 2019 and not Ms. Falls. So we are going to have to take Ms. Reese to the County Board of elections and have her placed on the ballot as a write in candidate
- Director Falls, I will tell all my people to vote for her and not me.

- Asst Chief Stewart ref the concern about the ff's turnout gear and equipment, a few months ago the board authorized us to apply for the Federal Assistance to fire fighters grants for 2019 in the access of \$240,000 to be able to purchase all new turnout gear and new SCBA breathing apparatus, we are just waiting to see if we received the award. If we don't get the award we will start having to replace gear a couple of sets at a time until we get everyone in updated gear.

- Presentation by Jennifer Turner of Turners Business solutions.

- My role has expanded a little bit where I will be creating policies for the district, we will be doing fixed asset tagging and asset valuation, we are also reviewing the Mo State Audit report thoroughly we received from the state last year to ensure that we

have resolved or are resolving all the matters of concern brought forth by the state as well as mitigating any future risk to the fire district, we have already started on the accounting policies, The board of directors has hands on oversight of the fire district. The board of directors must be informed of everything going on in the district. The Chief's must keep the district informed as a protective measure for the district and its fire fighters. We have moved into an accounting system, each week I come into the station look at the bills we need to pay I look at the checks that have already been written to see if they have cleared the bank I manage the finances meaning I look at the revenue compared with the expenses to ensure the bank account does not go below a certain balance. The board of directors is going to give me a balance of what they do not want the bank account balance to go beneath, as of now the minimum balance is \$5000. Unless it is a Dire or shear emergency that \$5000 can not be spent. This is a padding for the district, however the board of directors may elect to change it at any time. One of the major things revealed was that how the funds where handled in the district and receiving funds. The board of directors must now see every penny that comes into the district regardless of how it is received, there must be a copy on file and no less than two people must escort the monies to be deposited into the bank. If you all do receive that grant keep in mind that that money can only be spent on what the donor sates that money is to be spent on, if you all receive the federal grant if its for fire fighting turnout gear and scba's it can only be spent on ff turnout gear and scba's. The paying of bills, as you see the board of directors review the bills, unfortunately in times past some bills were created without board of directors knowledge. Going forward no bill can be created or nor bid can be searched out or anything without first getting permission from the board of directors because we have to protect the assets of the district, that includes that cash assets the building the personnel, we have to protect everyone. The checks will continue to be locked up personnel records will be locked up. A human resources policy will be coming forth. The personnel have rights to attend board meetings, we have to have all these policies in place to protect the district and to protect you all. Contracts, we cannot enter into any contract without prior approval from the board, to include cell phones purchasing cars, property and etc.

- Motion by Director Pickens 2nd by Director Reese to accept District Accountant report
- All in favor non opposed motion carried
- Director Pickens I know you all have been asking about badges, this is design I came up with, I would like you guys opinion and want to know what you think about it. If the board approves these badges, you all will be required to sign a contract to return the badge or faced criminal prosecution if you fail to return the badge upon your dismissal or resignation from the district. You all did an awesome job honoring Mr. Oldham, thank you for that.

Next item

Fire District Operations report

- Assistant Chief Stewart please see the report in you packets

The Board has recessed the Open Board meeting for Closed session under RSmo 610.021 sections 1, 2, and 13

5:02pm closed session begins

Director Pickens motions the Board to send Chief Pryor and Attorney Gray an overnight certified letter ordering them to appear before the board on March 12, 2019 at 3:30 pm. In a closed session meeting to discuss personnel issues and complaints from the Board and from district personnel

2nd by Director Reese and Director Falls agrees, non- opposed motion carried

Director Reese motions the board to approve budget of \$30,000 for the purchase and equipping of emergency Vehicles for Asst. Chief Stewart and Station Duty Chief

2nd by Falls and Director Pickens agrees, non-opposed motion carried

Motion by Director Pickens to approve updated engagement contract for services from Turners Business solutions

2nd by Falls and Director Reese agrees, non-opposed, motion carried

Motion by Director Reese to authorize weekly fuel allowance for Asst. Chief Stewart and Duty Chief \$120 per week.

2nd by Director Falls and Director Pickens agrees, non-opposed motion carried

Motion by Director Pickens to adjourn closed session

2nd by Director Falls and Director Reese agrees, non-opposed Closed session adjourned at 5:35pm

Regular open board meeting reconvened at 5:38pm

Director Pickens, Director Reese, Asst Chief Stewart, and Deputy Chief Perry are present

Votes cast during Closed session

-Acceptance of Turners Business Solutions Contract for services

- Budget of \$30,000 approved for Purchase and equipping of New Asst Chief and Duty Vehicles

- Certified Letters will be sent to Chief Pryor and Attorney Gray ordering their attendance to a special closed session board meeting to discuss Personnel and complaints

Motion by Director Pickens to adjourn, 2nd by Director Reese Meeting Adjourned at 5:43pm

