

CARBONDALE & RURAL FIRE PROTECTION DISTRICT

MINUTES OF THE MEETING

BOARD OF DIRECTORS

CARBONDALE FIRE HEADQUARTERS

FEBRUARY 13, 2019

The Board of Directors of the Carbondale & Rural Fire Protection District met for their regular meeting on February 13, 2019 at the Carbondale Fire Headquarters/Training Building.

President Gene Schilling called the meeting to order at 5:30 p.m. Directors present were Mike Kennedy, Michael Hassig, and Gretchen Stock Bell. Also present were Rob Goodwin, Jenny Cutright, Bill Gavette, Frank Nadell, Eric Gross, Pablo Herr, Allan Ingram, Dean Perkins, Ashley Buss and John Krousouloudis. Director Tom Adgate was absent.

CONSENT AGENDA

The items on the consent agenda were:

- Approve the Minutes of January 9, 2019 Regular Meeting
- Approve Current Bills and Balances

MOTION: made to approve the consent agenda as noted. It carried and passed 4-0, with Michael Hassig abstaining on the January 9, 2019 minutes due to his absence.

PERSONS PRESENT NOT ON THE AGENDA

There were no members of the public, other than staff, who were not on the agenda present.

AMBULANCE FEE DISCUSSION

John Krousouloudis attended the Board of Directors meeting to discuss ambulance fees. He said that his daughter is a nurse at a local hospital and says she has patients who worry about calling an ambulance due to the cost. He said that he has lived in places where ambulance transport service is no cost or part of a subscription service. He added that he has called for Carbondale & Rural Fire Protection District's ambulance service and was very pleased with the service provided.

John Krousouloudis said that health insurance rates are very high in this area. He said a bill from an ambulance service is in addition to the hospital charges. He added that the recent mill levy question helps fund the fire department. He said raising taxes another \$5 or \$10 annually would support free ambulance service. He said that he worries about families that can't afford ambulance services.

Rob Goodwin thanked John Krousouloudis for bring up this issue. Gene Schilling said that the Board of Directors would discuss his comments and let him know. Michael Hassig asked for the number of annual transports. Rob Goodwin said there are about 400 transports annually, with gross revenue of about \$220,000. He added the cost to run an ambulance service is different than the gross income. He said that there are costs

to purchase equipment, house it, staff and train paramedics, etc. He said the true cost of running an ambulance will be very hard to calculate.

Gene Schilling said if this is funded, the district loses the capital replacement fund money. He said we told the voters those funds would go to capital replacement needs and that the district wouldn't come back to ask for additional funding for a while. He said going back to the voters would be really hard.

Rob Goodwin noted there are a few other considerations, including would it only be for tax payers? Do non-taxpayers get free transport that is being paid for by taxpayers? General discussion followed, no action was taken.

STAFF REPORTS

Chief's Report Rob Goodwin said the Employee Assistance Program started in 2018. He said the usage report is above average. He would like to add the volunteers to the program, at a cost of approximately \$1000 annually. The Board of Directors verbally approved the addition.

He said the ambulance build is on schedule and he expect to receive it in April.

Rob Goodwin said the updated website is going live next week. He reviewed the benefits of the new website. He added the website will be easier for the public to navigate as well.

He said the process for promoting three people to the position of lieutenant has begun.

Rob Goodwin said the LOSAP program is moving forward. He said he has found a company to help administer the program. He said that he has been working with the membership committee on this and hopes to start it in June or July.

Attorney's Report

Eric Gross said that he has been working on the final portions of the personnel policies. He has also completed the resolution for the pension board.

FINANCIAL REPORT

Wage & Benefit Study Rob Goodwin said the draft report of the study was received. He said our staff is paid lower than the median of the market, though our benefits are a bit higher than average. He noted the results were as expected. Rob Goodwin distributed the ranges for each position he plans to implement. General discussion regarding wages and duties followed.

MOTION: made to adopt the pay ranges as presented. It carried and passed unanimously

Rob Goodwin said that he wants to implement the wage adjustments as soon as possible. He said that each employee will receive a document that shows their total compensation package, including the costs the District pays for items such as health insurance, disability and pension for each employee.

OLD BUSINESS

Bond Update Rob Goodwin said the bonds have sold and closed. He said the accounts are set up with the bond proceeds deposited. General discussion followed, no action was taken.

NEW BUSINESS

Personnel Policy Update Rob Goodwin asked if there were any edits or questions to the policies that were sent to the Board of Directors for review. Michael Hassig noted that the policies were clear and exhaustive.

MOTION: made to adopt the March 1, 2019 Employee Handbook as written. It carried and passed unanimously.

Chief Goodwin Annual Evaluation/Contract Review Michael Hassig thanked Rob Goodwin for sending out the old contract. He said that he could not be happier with everything that has been accomplished in the past year. He said that Rob Goodwin has done an extraordinary amount of work in the last year and promoting him to Chief was a great decision. Gretchen Stock Bell agreed with Michael Hassig, noting the transition went very well and the staff is very happy.

Mike Kennedy said Rob Goodwin has done a great job. He said that he didn't received any negative feedback on the process of hiring a Chief and received positive feedback on the choice. He added that Rob Goodwin's track record has proven that he is the right person for this position. He said that Rob Goodwin has done a great job and the District is on the right track.

Gene Schilling said he was going to retire from Board of Directors, but part of the reason he stayed was that he felt the district need to go a new direction and he wanted to be part of that direction. He said that he felt Rob Goodwin was the person for the job and he has proven he is. He said that he works closely with Rob Goodwin often and feels that he has done a great job. He said that he appreciates how much he has done in the last year. He noted that there haven't been any negative comments about Rob Goodwin from the staff or public. He said there have been a lot of changes and the staff has been on board and support him.

Gene Schilling said a new contract needs to be negotiated. Discussion regarding salary followed.

MOTION: made to make Rob Goodwin's wage \$160,000 annually. Eric Gross noted there are other parts of a contract that need to be negotiated. The motion was rescinded.

Discussion regarding the term of the contract followed. The consensus of the Board of Directors was three years. Further discussion regarding severance for termination without cause followed. It was agreed that time remaining, up to 18 months' worth of severance pay was acceptable for termination without cause. The Board of Directors were verbally approved Gene Schilling to review the contract with Rob Goodwin and Eric Gross and negotiate any other changes that need to be discussed. Eric Gross said that he will send a draft to the Board of Directors prior to the March Board of Directors meeting, so it is ready for approval in March.

Bond Building Projects Michael Hassig said that he met with Rob Goodwin on how to get started with the capital building projects. He said that he suggests to recognize the building projects as one project, not each station as its own project, which will allow for better pricing and flexibility in the master budget. Michael Hassig said that a Project Manager/Owners Rep is needed to run the project, as the staff does not have time to manage the day to day operation. He said there also needs to be a structure for this.

Michael Hassig said that there are different types of owner's reps from individuals to national firms. He said that he is willing to help put together an RFP for an owner's rep. Discussion followed. Michael Hassig suggested finding an owner's rep first, then program with an architect and possibly contractor.

Contract Negotiation Gene Schilling said that he has been thinking about the wage for the fire chief. He said that \$165,000 is an appropriate wage in the midrange, like the rest of the staff is being placed. The Board of Directors verbally approved this salary.

MOTION: made to adjourn the Board of Directors meeting at 7:14 p.m. It carried and passed unanimously.

Respectfully submitted,

Jenny Cutright, Recording Secretary

Gene Schilling, President