

**Hebron Fire Protection District
Fire Board Meeting
October 3, 2017**

The Hebron Fire Protection District Board held a regularly scheduled board meeting on Tuesday, October 3, 2017. Fire Board Members in attendance: *Frank Tepe, Dan Roszkowski, Brandon Johnson, Ron Burcham, and Wayne Isaacs*. Absent from the meeting was *Jim Dolwick and Kurt Cheek*. Also in attendance were Fire Chief Dan Hitzfield and Board Attorney Steve Martin. Sharon Smith recorded the meeting.

CALL TO ORDER: Hebron Fire Board Chairman Frank Tepe called the meeting to order at 7:30 p.m. and called for a review of the September 2017 minutes and the financial reports.

MINUTES: Motion to accept the September 2017 minutes made by *Wayne Isaacs, second by Ron Burcham*, motion carries.

FINANCIAL REPORTS: Reviewed monthly bills requiring payment as well as the Year to Date Budget Report and the Fiscal Year Budget Report. Motion to approve the financial reports and pay the bills made by *Brandon Johnson, second by Wayne Isaacs, motion carries*.

FIRE/EMS/TRAINING REPORTS: Capt. Crouch (Fire Incident/Training) Unable to obtain due to computer issues. Asst. Chief Scheben (EMS Report)

CHIEF'S REPORT: The department answered xx fire calls and 126 emergency medical calls during the month of June. Fire incidents for the month were xx, and EMS incidents were down 19% when compared to September of last year.

Major and unusual Incidents: Nothing to report.

Fire and EMS Response Time remains good with the following:

- We arrived at xx% of Fire runs and 38% of our EMS runs in < 5 minutes
- We arrived at xx% of Fire runs and 46% of our EMS runs between 5-9 minutes
- xx% of our fire runs and 16% of our EMS runs required a response time > 9 minutes.

Incident Comparison 2016 vs. 2017

	September 2016	September 2017	+ Increase - Decrease & Percent	Year to date 2016	Year to date 2017	+ Increase - Decrease & Percent
Fire Runs	xx	xx	xx%	xxx	xxx	xx%
EMS Runs	156	126	-19%	1217	1240	+2%
EMS Patients	139	108	-22%	1066	1067	0%

Mutual and automatic aid during the month:

Departments assisting Hebron:	EMS	Fire	Departments Hebron assisted:	EMS	Fire
Airport			Airport		
Belleview			Belleview		
Burlington			Burlington	4	
EMA			EMA		
BCSO			Erlanger		
Florence			Florence		
Greendale			Greendale		
Petersburg			Petersburg	6	
Pt. Pleasant			Pt. Pleasant		
KYDFW			Newport		
Erlanger			Crescent Springs		
Union			Covington	3	
Cincinnati			Ludlow		
Covington			Union		
Totals	0		Totals	13	

Administrative Projects and Activities during the month: (Submitted by Chief Hitzfield)

- One meeting of the Officers during the month.
- Attended the Boone County Fire Chiefs meeting.
- Worked on pre audit information.

Volunteers: (Submitted by Capt. Isaacs and Sharon Smith)

- Three (3) volunteers ran for a total of 90 hours for the month of September.
- Five (5) volunteers logged 254 hours for the quarter.

Inspections: (Submitted by Capt. Fletcher, Lt. Ifcic and Capt. Isaacs)

- Finals: 9
- Fire Alarm Test: 3
- Hydrostatic Test: 3
- Unable to access Firehouse for other data.

AIG: Work continues on the new parking lot.

Project/Plan Review: (Submitted by Lt. Ifcic)

- Boone County Library, Hebron Branch – North Bend Road. Plans have been approved
- Amazon – 2280 Litton Parking addition. Adding a large parking lot next to 2300 Litton for additional Amazon parking. No comments on our end.
- Northpointe Subdivision: Improvement Plan for eight more lots on Dominion Trail. No comments on our end.
- Sawgrass Subdivision: Grading Plan for subdivision off Petersburg Road. Grading finalized at this time.
- The Fairways at Meadowood Phase C: Adding 57 more condominium units. Grading finalized at this time.
- Airpark International Lot 26: New building at the end of Aviation Blvd. It is a 142,030 square foot warehouse. Revisions made, everything approved on our end.
- AAA Cooper Transportation: New building at the end of Lakeland Park Drive. The building is a 27,000 square foot office/warehouse building. Grading finalized.

Public Education: (Submitted by FF Reisenbeck)

- National Night Out with BCSO at North Pointe Elementary.
- Teens on Wheels at BCSO.

CPR/First Aid Classes: (Submitted by A/C Scheben)

- Thirty-three (33) people taught CPR and First Aid at two classes during the month.

Car Seat Inspections: (Submitted by A/C Scheben)

- Eleven (11) citizen brought their child safety seats to Hebron for inspection and installation. Five (5) from Hebron and three (3) scheduled their appointments.

TRT/Swift water Rescue: (Submitted by AO Smith)

- Nothing to report.

Safety: (Submitted by Capt. Isaacs)

- We had two employees to documented injuries, with no medical attention sought. Both were EMS runs. One was a back (lifting a 500 lbs. patient) and the other a shoulder (restraining an out of control patient).

Vehicle Maintenance: (Submitted by FF Steele)

- 1501-S Serviced- Boone County Garage
- 1501-S Rear Suspension Struts Replaced - 911 Fleet
- 0401-C Serviced - Boone County Garage
- 1601-C MDT mount installed - 911 Fleet at PSCC expense
- 1002-E exhaust pipe repaired – Vogelpohl

Training: (Submitted by Capt. Crouch)

- Airport disaster drill.

Swat Medic Program: (Submitted by AO/P Bellas)

- The team completed their monthly SWAT training. No injuries reported.
- No call outs during the month.

HazMat: (Submitted by Capt. Fletcher)

Administrative: Air monitoring equipment assigned to E351, E352, HMU373, HM3 and the Area RDK calibrated during the month. Performance verifications conducted on the FT-IR, RAMAN and Miran spectrometers the same day.

Responses: One (1) response to Ludlow during the month.

Facility Maintenance

Station 1 Building Maintenance (Submitted by FF Hawkins)

- Parking lot lights were replaced
- New lighting fixtures installed in 85% of Station 1
- Both the above were part of this year's capital items and were installed by HFPD staff (Scott Hoppius and Brandon Hawkins)

Station 2 Building Maintenance (Submitted by Lt. Puglisi)

- General maintenance performed.
- Finished reinstallation of bay roof insulation removed because of water leak.

SCBA: (Submitted by FF/P Chris Ray)

- Committee report in old business.

Physical Fitness: (Submitted by Capt. Donk)

- No report

Community Relations (Submitted by FF Reisenbeck)

- Worked on Open House.

Additional Committees' and Equipment Report

Grounds Maintenance: (Submitted by FF/P Bosse): Mowed Grass.

Grants: (Submitted by A/C Scheben and FF/P Johnson): Nothing to report

Scholarship Program (Submitted by A/C Scheben): TEST candidates working on shift.

Communications (Submitted by A/C Scheben): Time line revised on county radio project.

Candidate Physical Ability Test (CPAT): KCTCS started on building design.

Jr. Firefighter's Report: (Submitted by Capt. Donk): Juniors trained during the month.

Hose Testing: (Submitted by Capt. Fletcher): Testing finished for year.

Hydrants: (Submitted by Lt. Albrinck): Painting

PPE Report: (Submitted by FF/P Jones): Nothing Report.

Pre plans: (Submitted by AO Hammel and Lt. Ifcic): Updating pre plans as received.

LEGAL: Board Attorney Steve Martin advised nothing to report.

OLD BUSINESS:

- Updates:
 - ISO: They are coming this fall but no date given.
 - Tangible Tax Reform: No news.
 - CERS pension plans: Chief Hitzfield advised received an update on the status of pension reform from the State Budget Director. Nothing to report.
 - Computer Upgrades: Still have a few things to work out.
- SCBA Bid: A/C Scheben presented the bids for SCBA that we had requested and after the SCBA Committee met, he is bringing before the board a recommendation to award the bid to Vogelpohl for the MSA. Bid price is \$159,995.00 with includes installation to vehicles. Motion made by Wayne Isaacs to award the bid to Vogelpohl for the MSA for amount of the bid \$159,995.00. Second by Dan Roszkowski, motion carries.

NEW BUSINESS:

Ferno (capital items): A/C Scheben also asked the board for permission to purchase items for our cots that will make them safer for our patients.

1. Surface Extender: Used for transporting larger patients.
2. Pedimate Plus: Attachments to straps for pediatric patients.

EXECUTIVE SESSION: None

CORRESPONDENCE: Attached.

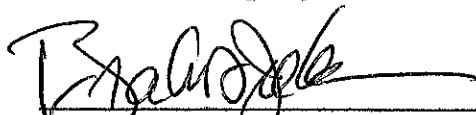
GOOD AND WELFARE:

Update on Josh Bosse

Open House on October 7, 2017

DATE FOR NEXT MEETING: Next meeting will be on November 7, 2017 at 7:30 p.m.

ADJOURNMENT: Motion to adjourn made by Wayne Isaacs, second by Brandon Johnson, motion carrier. Meeting adjourned at 7:48 p.m.



Brandon Johnson, Secretary

October 3, 2017
Date