



Tallahassee Fire Protection District Minutes of the Virtual Board of Directors Regular Meeting April 8, 2020

Donna Toeroek, President, called the Meeting to order at 2:00 p.m. on April 8, 2020.

Directors Present: Donna Toeroek, Bonnie Spencer, Harvey Ammel, Dave Matassoni

Directors Absent: None

Other Members Present: Tess Matassoni, Board Accountant

Firefighters/Volunteers present: Chief Mark Norris

Public Present: Scott Fullerton and Cindy Boyle

Public Input

No members of the public chose to address the board.

Auxiliary

Activities are on hold due to the COVID-19 virus.

Secretary's Report

MOTION: It was moved by Donna Toeroek and seconded by Dave Matassoni to approve the Meeting Minutes of March 11, 2020, with deletion of the Easter auxiliary event, which has been cancelled. The motion was voted upon and carried.

MOTION: It was moved by Donna Toeroek and seconded by Bonnie Spencer to approve the Meeting Minutes of the Special Meeting of March 24, 2020. The motion was voted upon and carried.

Treasurer's Report

MOTION: It was moved by Donna Toeroek and seconded by Harvey Ammel to accept the Treasurer's Report for March 2020 with a correction to the date of the April budget review meeting. The motion was voted upon and carried.

The Accountant position will be vacated on May 5. Tess Matassoni distributed a list of her duties as Accountant and it was decided that the duties would be split between the new board members. Tess will compile a list of the volunteers by task and it will be discussed at the May board meeting.

Because of the COVID-19 emergency, the plans for the drone program are on hold. Donna Toeroek recommended that the board keep donors apprised of their restricted donations for this program.

Administrative Issues

MOTION: It was moved by Donna Toeroek and seconded by Harvey Ammel to approve Bonnie Spencer to administer oaths for incoming directors and Donna Toeroek to be the Secretary for the May 11 board meeting. The motion was voted upon and carried.

Donna Toeroek pointed out that the new website was rolled out and is functional.

➤ Grants:

- We expect to hear about the extractor grant soon ("early April" notification).
- The \$5,000 grant from STM Yankton Benedictine Sisters was received.

- Donna will check on the status of the CSD award of \$269.55.

Donna Toeroek distributed the Status of the Strategic Plan handout which is a hand-off to the new board.

MOTION: It was moved by Donna Toeroek and seconded by Bonnie Spencer to adopt the color-adjusted TFPD logo created by Cindy Boyle. The motion was voted upon and carried.

Cindy Boyle discussed the fundraising plan. Further discussion will be on the May 11 agenda.

The response to the request for POA/HOA emails has not met expectation, so the Chief will publish the request again on Facebook and Donna will keep the notice on the website for another two weeks.

MOTION: It was moved by Donna Toeroek and seconded by Harvey Ammel to approve Tess Matassoni's \$200 purchase of the payroll module for the desktop version of QuickBooks. The District will continue with the desktop version. The motion was voted upon and carried.

Operations Report

Chief Norris presented his operations report (attached).

Policy Issues

Donna Toeroek pointed out that she no longer keeps hard copies of documents in the Chief's office. The District's files are electronic.

New Business

One of Donna Toeroek's neighbors was one of the founding members of the Tallahassee Volunteer Fire Department. The neighbor told Donna that another founding member, Ida Zanmiller died on March 12 and the neighbor recommended that the District give some recognition to Ida's work. Ida worked tirelessly for the ambulance and volunteer fire department and was the principal driver behind the establishment of the Canyon Springs Station. Donna volunteered to pay for a sign, plaque or the expense of any recognition. Further discussion will be on the May 11 agenda.

Donna Toeroek thanked the board and the Chief for their friendship and support during her term and wished the new board much success.

MOTION: It was moved by Donna Toeroek and seconded by Dave Matassoni to adjourn the meeting at 2:37 pm. The motion was voted upon and carried.

The next regular board meeting is Monday, May 11, 2020 at 2:00 pm.

Recording Secretary: /s/ Donna Toeroek

Operations Report - March 2020

Incidents:

- See accompanying documentation.
- Incidents reported via NFIRS data.

Membership:

- 15 Active Members, 4 Probationary Members, 3 Recruits, 3 Single Resource Deployable Members

Project Updates:

- The culvert at the Autumn Creek Station needs to be repaired as soon as the weather allows
- **State has converted to IQS V6**
- **ROSS has been retired, IROC is in place. Pending app approval for new account access**

Upcoming POA/HOA Meetings;

- March 14th, Delilah Peak POA meeting @ Main Station - Completed
- April 11th, Meadowdale Ranch Road Association meeting @ Main Station - donated \$100 to TFPD - Postponed TBD
- August 22nd, 1400 - Alpine Bluffs POA Meeting @ Main Station

Non-Monetary Donations for the current month;

- None

Accomplishments(2020);

- Compensation policy complete
- **NFIRS Registry update completed**

Strategic Plan Objectives Reportable Updates & Status;

- Objective - EMS
 - Part 1 - EMS Within the Fire Dept.
 - Current State Registered/Certified Responders = **4 EMT-B, 1 EMT(t) & 5 EMR**
 - Over 99% of calls have a TFPD State Registered/Certified Responder
 - More than half of our Active full members are state registered or certified medical responders
 - Phil DeGarmo has expressed interest in transitioning from EMR to EMT. He is exploring training options and costs.
- Objective - Response Times
 - Ave. Arrival Times: **15** minutes For **March** / **13.55** minutes YTM 2020
 - Response times are stable
 - We have beat AMR on-scene 100%
- Objective - National Deployment Program
 - Improve National Deployment Program
 - The goal for 2020 - Have crews and apparatus to ensure we have engines listed or deployed for a combined total of 39 weeks
 - **Engines Available in ROSS(IROC) or Deployed 00 weeks in 2020**
 - **All Engines delisted at this time April 1st listing will start.**
 - Need to review and possibly amend Deployment Payment Policy
 - Single Resource Deployments
 - Allow FD personnel to deploy as single-resource
 - 2 members have single resource qualifications
 - Recruit non-Operations and single resource personnel from outside dept.
 - 1 Additional member added for a total of 3
 - We will hold adding anymore overhead for now

Summary By Incident Type

Report Period: From 03/01/2020 to 03/31/2020

All Selected Fire Departments

Calls By Incident Type

FIRES	Frequency	Percent Of Total Calls	Mutual Aid None	Mutual Aid Given	Mutual Aid Received	Other Aid Given	Invalid Aid Flag	Exposures	Total Incidents
Structure Fires (110-118, 120-123)	0	0.00 %	0	0	0	0	0	0	0
Vehicle Fires (130-138)	0	0.00 %	0	0	0	0	0	0	0
Other Fires (100, 140-173)	0	0.00 %	0	0	0	0	0	0	0
Total Fires	0	0.00 %	0	0	0	0	0	0	0
Pressure Ruptures, Explosion, Overheat (200-251)	0	0.00 %	0	0	0	0	0	0	0
RESCUE CALLS									
Emergency Medical Treatment (300-323)	6	85.71 %	1	0	5	0	0	0	6
All Others (331-381)	0	0.00 %	0	0	0	0	0	0	0
Total Rescue Calls	6	85.71 %	1	0	5	0	0	0	6
Hazardous Condition Calls (400-482)	0	0.00 %	0	0	0	0	0	0	0
Service Calls (500-571)	0	0.00 %	0	0	0	0	0	0	0
Good Intent Calls (600-671)	1	14.29 %	0	0	1	0	0	0	1
Severe Weather or Natural Disaster Calls (800-815)	0	0.00 %	0	0	0	0	0	0	0
Special Incident Calls (900-911)	0	0.00 %	0	0	0	0	0	0	0
Unknown Incident Type (UUU)	0	0.00 %	0	0	0	0	0	0	0
FALSE CALLS									
Malicious Calls (710-715, 751)	0	0.00 %	0	0	0	0	0	0	0
Other False Calls (700, 721-746)	0	0.00 %	0	0	0	0	0	0	0
Total False Calls	0	0.00 %	0	0	0	0	0	0	0
TOTAL CALLS	7	100.00 %	1	0	6	0	0	0	7

Total Incidents With Exposure Fires 0 Total Fire Dollar Loss \$ 0.00

Total Exposure Fires 0 Total Dollar Loss \$ 0.00

Casualty Summary	Civilian	Fire Service
Fire Related Injuries	0	0
Non-Fire Injuries	3	0
Fire Related Deaths	0	0
Non-Fire Deaths	0	0

Summary By Incident Type

Report Period: From 01/01/2020 to 03/31/2020

All Selected Fire Departments

Calls By Incident Type

FIRES	Frequency	Percent Of Total Calls	Mutual Aid None	Mutual Aid Given	Mutual Aid Received	Other Aid Given	Invalid Aid Flag	Exposures	Total Incidents
Structure Fires (110-118, 120-123)	0	0.00 %	0	0	0	0	0	0	0
Vehicle Fires (130-138)	0	0.00 %	0	0	0	0	0	0	0
Other Fires (100, 140-173)	0	0.00 %	0	0	0	0	0	0	0
Total Fires	0	0.00 %	0	0	0	0	0	0	0
Pressure Ruptures, Explosion, Overheat (200-251)	0	0.00 %	0	0	0	0	0	0	0
RESCUE CALLS									
Emergency Medical Treatment (300-323)	18	72.00 %	1	1	17	0	0	0	19
All Others (331-381)	0	0.00 %	0	0	0	0	0	0	0
Total Rescue Calls	18	72.00 %	1	1	17	0	0	0	19
Hazardous Condition Calls (400-482)	0	0.00 %	0	0	0	0	0	0	0
Service Calls (500-571)	0	0.00 %	0	0	0	0	0	0	0
Good Intent Calls (600-671)	4	16.00 %	1	0	3	0	0	0	4
Severe Weather or Natural Disaster Calls (800-815)	0	0.00 %	0	0	0	0	0	0	0
Special Incident Calls (900-911)	0	0.00 %	0	0	0	0	0	0	0
Unknown Incident Type (UUU)	0	0.00 %	0	0	0	0	0	0	0
FALSE CALLS									
Malicious Calls (710-715, 751)	0	0.00 %	0	0	0	0	0	0	0
Other False Calls (700, 721-746)	3	12.00 %	1	0	2	0	0	0	3
Total False Calls	3	12.00 %	1	0	2	0	0	0	3
TOTAL CALLS	25	100.00 %	3	1	22	0	0	0	26

Total Incidents With Exposure Fires 0 Total Fire Dollar Loss \$ 0.00

Total Exposure Fires 0 Total Dollar Loss \$ 0.00

Casualty Summary	Civilian	Fire Service
Fire Related Injuries	0	0
Non-Fire Injuries	3	0
Fire Related Deaths	0	0
Non-Fire Deaths	0	0



March, 2020 report for Tallahassee Fire Protection District

Fire Recovery USA <inspections@firerecoveryusa.com>
Reply-To: inspections@firerecoveryusa.com
To: chief@talxfire.com

Mon, Apr 6, 2020 at 1:35 PM

Monthly Totals For Tallahassee Fire Protection District

March, 2020

Dear Mark Norris,
This monthly status report gives you a quick snapshot (as of 2020-03-31) of the claims which have been submitted and paid in the previous month.

	Last Month (Mar)		All Year (2020)	
	# Claims	\$ Amount	# Claims	\$ Amount
Claims Submitted	2	\$4,919.20	7	\$10,974.40
Payments Received By FRUSA	3	\$3,556.80	7	\$5,532.80
Claims Denied	0	\$0.00	0	\$0.00
Non-Billable (Other)	0	-	0	-
In Progress	2	-	6	-