

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE MEHLVILLE FIRE PROTECTION DISTRICT OF
ST. LOUIS COUNTY, MISSOURI, ON THE
22ND DAY OF JUNE, 2022

The Board of Directors of the Mehlville Fire Protection District of St. Louis County, Missouri, met at the Mehlville Conference Room, 11020 Mueller Road, St. Louis County, Missouri, on the 22nd day of June, 2022.

Present at the meeting were:

Aaron Hilmer, Chairman and Director of the Board;

Bonnie C. Stegman, Treasurer and Director of the Board;

Edmond Ryan, Secretary and Director of the Board; and

Brian Hendricks, Fire Chief of the Mehlville Fire Protection District.

Mr. Hilmer called the meeting to order at 5:00 p.m. and announced the Board to be in session for the transaction of business.

Mr. Ryan made a motion to approve the Board meeting minutes of May 11 and 25, 2022. Dr. Stegman seconded the motion and it was unanimously approved.

Dr. Stegman made a motion to pay the bills of June 15, 2022. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Financial Officer Brian Bond presented the May, 2022 Financial Statements. The District received \$1.372 million in tax revenue, bringing the total to \$17.076 million. A payment of \$852,000 was received related to the Ground Emergency Medical Transportation (GEMT) cost report for the year ending 6/30/2021. Cash equivalent resources were \$27.446 million at the end of May. The General Fund budget is on course with the exception of the Unscheduled Overtime budget. The Pension Fund appears to be on course with the budget. Dr. Stegman made a motion to approve the

May, 2022 Financial Statement and Treasurer's Report as presented. Dr. Stegman seconded the motion and it was unanimously approved.

Tammy Alsop from Sikich LLP reviewed the District's 2021 Annual Comprehensive Financial Report. She said the District will receive an unmodified opinion on the financial statements. There were no significant deficiencies or material weaknesses in internal controls. The District's net position increased by \$667,000. Assets and deferred resources exceeded liabilities by \$42.2 million. Revenues were \$24.2 million and expenses were \$22.7 million. Ms. Alsop reviewed other details of the statements. Dr. Stegman made a motion to receive the preliminary draft of the 2021 Annual Comprehensive Financial Report. Mr. Ryan seconded the motion and it was unanimously approved.

Chief Hendricks reviewed the work schedules under consideration, the 48-96 for the fire division and a 3-4 work schedule for the EMS division. The new schedule would be used on a trial basis in a pilot beginning January 1, 2023. The District would track sick leave usage, how many times overtime was unfilled resulting in someone being called in, medical errors due to fatigue, overall job performance, and training records for compliance and accuracy. The Trade Time Policy would be modified so that 24-hour employees would not be allowed to utilize trade time when it results in an employee working more than 60 consecutive hours. The Sick Leave Policy would be modified so that non-service sick leave hours would no longer count toward the overtime calculation. The Attendance Bonus would be modified as follows: every non-sick service leave day would count as an incident, versus the current policy that treats consecutive days as one incident, and reduce the attendance bonus by \$800. The District incurs approximately

\$1,200 of expense for every unscheduled overtime day, therefore every day of sick leave should include a corresponding reduction in bonus. The Employee Manual of Policies and Procedures (EMoPP) will continue to enforce the policy of three or more incidents, an employee forfeits the next year's personal day; four or more incidents, the employee forfeits next year's attendance bonus. At the request of the Board, Chief Hendricks will survey the employees about the work schedules, specifically, if the employees would prefer a 3-4 schedule or the same schedule. The Board will review the survey results and intends to make a decision by the end of July.

Mr. Hilmer made a motion that a closed meeting be held for the purpose of discussing personnel and legal matters immediately following the adjournment of the regular meeting. Mr. Hilmer, as part of said motion, moved that said closed meeting not be open to members of the general public under the provisions of Chapter 610 of the Missouri Revised Statutes, commonly referred to as the Sunshine Act. The motion was seconded by Dr. Stegman. A roll call vote on said motion was taken.

Director Hilmer yea.

Director Stegman yea.

Director Ryan yea.

There being no further business, Mr. Hilmer adjourned the meeting at 5:35 p.m.

Not present

Aaron Hilmer, Chairman

ATTEST

Edmond Ryan

Edmond Ryan, Secretary

The undersigned, being all members of the Board of Directors of the Mehlville Fire Protection District, have affixed their names thereto in evidence of their consent to the meeting at the time and place indicated, and in evidence of their approval of the actions taken at the said meeting.

Not present
Aaron Hilmer

Bonnie C. Stegman
Bonnie C. Stegman

Edmond Ryan
Edmond Ryan