



FIRE DISTRICT #1 JOHNSON COUNTY
33364 W. 191st St.
Edgerton, KS 66021

MINUTES -- Board of Directors Monthly Meeting
33364 W. 191st St - Edgerton, KS
December 12, 2023, at 7:00

A regular monthly meeting of the Fire District #1 Board of Directors was held in person and was called to order at 7:08 pm by Chairman Randy Gregorcyk.

The following staff members were present and signed in:

Fire Chief Trig Morley	Deputy Chief Colby Stanchfield
Deputy Chief Aaron Winkler	Division Chief Brad Ralston
Battalion Chief Jerame Frank	Battalion Chief Rob Hudspeth
Firefighter Personnel	

The following guests were present:

Matt Magle, CPA Hollis, Kuckelman, Van De Veer, Chartered
Jim Francis, Johnson County Fire Services Administrator
J. Paul Davis, Director/EMS Chief Johnson County
Robert Huff, Detention Sergeant Johnson County Sheriff's Department

I. APPROVAL OF AGENDA

The meeting agenda was distributed by Chairman Randy Gregorcyk. Board member Mike Casey moved to approve the agenda as presented. Board member Mike Casey Vice Chair Mark Burdolski seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

CALL TO ORDER - ROLL CALL

The roll being called, it was found to be a quorum of the following members present and participating; to-wit:

Randy Gregorcyk, Chairman	Present
Mark Burdolski, Vice Chair	Present
Ron Conus, Secretary/Treasurer	Present
Keith Johnson	Absent
Mike Casey	Present

II. PUBLIC COMMENTS

Chairman Randy Gregorcyk presented the public comments as stated; members of the public are

welcome to use this time to make comments about matters or items on the agenda that are not part of a public meeting. Members of the public are asked to keep their comments to three minutes. Comments are for informational purposes only. No action will be taken.

No public comments.

III. APPROVAL OF MINUTES

a. November 14, 2023 Board Meeting Minutes

Board member Mike Casey moved to approve the November 14, 2023 Board meeting minutes. Board Vice Chair Mark Burdolski seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

IV. FINANCIAL REPORT

a. November 2023 Financial Report

Fire District #1 Accountant, Matt Magle, CPA presented the November 2023 Financial report. He stated that the budget numbers were updated with the republished budget figures. The only change made was the adjustment to the motor vehicles line item. The correction is corrected on these financials.

Board member Mike Casey moved to approve the November 2023 Financial Report. Board Vice Chair Mark Burdolski seconded the motion. All board members voted as follows: Casey, yay; Johnson, absent; Gregorcyk, yay; Burdolski, yay; Conus, nay. The motion carried 3-1.

V. OLD BUSINESS

Chief Morley summarized the year-to-date calls of 4,519. The month of November had 416 calls; 213 were medical.

The Board of County Commissioners approved the Fire District #1 Amended 2023 Budget on November 16, 2023. The motion carried 7:0.

Arch Images, the architect for Station #81 visited the station with guests from the Emporia Fire Department. They are building a station with Arch Images and wanted to see a finished station design. Division Chief Chris Russell assisted them on the tour.

November 18th-19th, the Public Safety food and toy drive was conducted at Gardner Walmart. Participants included Fire District #1, Johnson County Sheriff's, Gardner Police and Johnson County Med Act. After the initial pick up of donations, an additional 6 full carts were collected.

Fire District #1 hosted skills and sims with Johnson County Med Act at Station 81. There were nine sessions. Lieutenant Medic Huston, Firefighter Dilda and Medic Eccles assisted in leading the classes.

In 2024, Fire District #1 will partner with Olathe Fire Department. Olathe Fire will host skills and sims in their high fidelity simulation lab. Deputy Chief Stanchfield and Firefighter Dilda are working with Olathe Fire Department on coordinating the classes.

Several crews and administration members participated in Breakfast with Santa, sponsored by Johnson County Parks and Recreation at the Johnson County Fairgrounds. Over 350 families attended the event.

This year, Chief Morley joined the Edgerton Mayor's Christmas Tree fund committee. The fundraiser provides hams to senior community members in Edgerton, gift cards and meals to families in need. Coldpoint Logistics donated 96 hams to be delivered by Fire District #1 to senior citizens. The Johnson County Sheriff Department delivered gifts to the same list of residents. Several Fire District members have signed up to deliver meals and gift cards to Edgerton families in need.

Firefighters fulfilled many community requests to deliver Santa.

Crews covered the Paola Fire Department on November 28th. Firefighter Wendell Phillips died in 1957 on duty. He was honored in Wichita, for a fallen Firefighter ceremony.

Medical Director Ryan Jacobson announced his resignation. Fire Chiefs and EMT staff members around the county assisted in the interview and selection process. Chiefs Stanchfield and Morley participated as well Capt. Medic Keith Jeffry, Master Firefighter Andrew Dilda and Lieutenant Medic James Huston were all involved as well. There is no decision yet.

Gardner City Council hosted an installation ceremony on December 4th. Two newly elected positions were sworn in. The city council is fully elected now. Chief Morley attended that and the council meeting immediately followed.

KDOT held an open meeting for community members to discuss the Moonlight Bridge proposal. Chief Morley attended and visited with citizens. The meeting discussed the very initial phase of planning. No timelines or funding were discussed. There is no suggestion of interchange at this time.

Olathe Fire Department invited Fire District #1 to participate in night drills. Structure fire scenarios and night fire fighting were addressed. Crews were moved around and given opportunities to participate.

This week Fire District #1 hosted the KU Fire Officer Classes. There were 28 attendees.

Deputy Chief Stanchfield is still working on EMS credentialing for all staff. Half the staff is being reinstated for state licenses.

Fire training is focused on incident command and management with the blue card program.

Board packets will be delivered electronically as of 2024. Paper copies will not be delivered. If Board members would like paper copies, then they will be made accessible for pick up. The change to digital copies gives administration savings in time and grants accessibility to the community sooner.

Board member Mike Casey applauded the community engagement. He also inquired if Med Act facilitated skills and sims before 2024. Chief Morley answered that some of our staff attended the Train the Trainers course at Lenexa Fire Department. Historically Fire District #1 has hosted and partnered with Med Act.

Board member Casey asked about the logistical challenges to get all crews through the classes at

Olathe Fire Department. Chief Morley said that there are typically logistical and operational challenges even when the classes are hosted at Station 81. There is a desire to reduce the locations across the county that provide skills and simulations. Our district does not have the high fidelity resources that Olathe Fire Department has.

Board member Mike Casey asked what the annual cost of the Blue Card training is. Deputy Chief Winkler stated that yearly renewals allow the District to keep certification. Based off of our number of staff, a discount is received. Chief Morley is an instructor. We have to pay to renew his certification. Chief Winkler believes the cost is \$2,000, not including Chief Morley. The 2024 cost is closer to \$3,550 to \$4,000.

Board Chairman Randy Gregorcyk enjoyed seeing everyone at the pancake feed. He was also happy to see Chief Morley at the KDOT open meeting. In addition, he couldn't agree more that board packets should be delivered electronically. It will allow the information to be posted to the public sooner.

Board Chairman Randy Gregorcyk delivered a question from the public, "does the Fire Department track the locations of automated external defibrillators?"

Chief Winkler responded that we do not as a department. Those locations are stored at ECCC records. When 911 calls are made, the call taker speaks with the patient and communicates where the defibrillator is located. First Responders can see the location on their MDTs as the approach scene.

The Board Chairman loves to hear of all the community involvement.

No action taken.

Declaration. At this time, Board Members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues

VI. NEW BUSINESS

a. Consider approval of Administrative Policy 100.06 Base Salary Rates

Chief Morley presented Administrative Policy 100.06 Base Salary Rates. This policy was reviewed in October 2024 when there were rank and title changes to the Chief Officers and Administrative staff. This pay structure aligns with the 2024 approved budget. Captains, Lieutenants, Firefighters and Fire Inspectors will show a 10% increase. Battalion Chiefs and up, received less than 10%.

Board member Mike Casey moved to approve the Administrative Policy 100.06 Base Salary Rates. Board Vice Chair Mark Burdolski seconded the motion. All board members voted as follows: Casey, yay; Johnson, absent; Gregorcyk, yay; Burdolski, yay; Conus, nay. The motion carried 3-1.

b. Consider approval of Administrative Policy 100.15 Holidays

Board members suggested this policy be added to the 2025 budget. No motion carried. No action taken.

c. Hollis, Kuckelman, Van De Veer, Chartered. Accounting Engagement Letter

Chief Morley presented the engagement letter provided by Hollis, Kuckelman, Van De Veer, Chartered, for accounting services. Accountant Matt Magle, CPA explained that the letter outlines the expectations of services provided the last few years. Their services offer discussions of financial statements of different areas but they don't initiate those conversations or suggestions.

Board member Mike Casey asked the status of researching shared services with Johnson County Financial Management. He suggested that having a 3rd party offering financial targets prior to the end of the year is beneficial. Shared services might offer that kind of advice.

Chief Morley noted that the next step of evaluating shared services is a full demo with Financial Management. Since it didn't make it onto the 2024 budget, it has been tabled for discussion in 2024.

Board Vice Chair Mark Burdolski motioned to enter into the engagement letter with Hollis, Kuckelman, Van De Veer, Chartered for the 2024 year. Board Chairman Randy Gregorcyk seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

d. Discuss Fire District #2 Contract

Chief Morley and Johnson County Fire Services Administrator, Jim Francis have met several times over the past few months to discuss the Fire District #2 contract. The current contract is for specific individuals. Discussions are leaning toward the contract paying for specific positions. Chief Francis is suggesting Fire District #2 pay a flat fee for 3 Battalion Chiefs, 3 Captains, 3 Lieutenants, 12 topped out Master Firefighters and 3 new firefighters. It will give Fire District #1 the discretion to move staff around as needed to cover sick and vacation time. The goal is to have operations, logistics, and code enforcement roll into the one contract in 2025.

No action taken on this item. Going forward, this item will be in Old Business to further discussions.

VII. ADJOURNMENT

Board member Mike Casey moved to adjourn the meeting. Board Chairmain Randy Gregorcyk seconded the motion. All present board members voted in favor of the motion; the motion carried 4-0.

The meeting was adjourned at 7:58 pm.

ATTEST:

Respectfully submitted by:

FIRE DISTRICT #1 JOHNSON COUNTY

Ashley Smith, Administrative Services
Recording Secretary

Trig Morley, Fire Chief

The above minutes having been read and considered by the Board of Directors of Fire District #1 Johnson County, and having been found to be correct as written, or with minor changes as shown above, was approved on the 9th day of January 2024.

APPROVED by BOARD OF DIRECTORS
FIRE DISTRICT #1 JOHNSON COUNTY