

BOARD OF WARSAW-WAYNE TOWNSHIP FIRE PROTECTION TERRITORY
April 3, 2012
4:00 P.M.
REGULAR SESSION

The Board of Warsaw-Wayne Township Fire Protection Territory met on Tuesday, April 3, 2012 at 4:00 P.M. in the City of Warsaw Council Chambers at City Hall. The following persons were noted as present or absent:

PRESENT: Board Members Joseph Streeter, Sheila Burner, Diane Quance and Mayor Joseph Thallemer. Also present Attorney David Cates, Recording Secretary Shirley Fetrow and Fire Chief Mike Brubaker

Absent: Board Member Michael Reed

Mayor Thallemer called the meeting to order. The Pledge of Allegiance and a Moment of Silence followed. A quorum was noted by Mayor Thallemer.

MINUTES -

Board Member Streeter made a motion to approve the March 6, 2012 Minutes as presented; seconded by Board Member Quance. All were in favor.

RECOGNITION OF VISITORS -

Board Member Quance introduced her grandson, Beck, who is visiting from Chicago.

REPORTS / ORAL & WRITTEN COMMUNICATIONS -

MONTHLY REPORT - FEBRUARY 2012 - Chief Brubaker gave a brief overview of the department responses, public appearances and trainings for the month of February. (Documentation attached to Minutes).

HIRING POOL UPDATE - Chief Brubaker stated that over 40 applications were received. The written portion of the testing process has been completed, and with the recommendation of the company that provides the written test, 20 applicants were recommended for the interview process. The Hiring Committee has interviewed the 20 applicants and narrowed the number to four. The final process, which will take place next week, includes the ladder climb test and interviews with Chief Brubaker. Additional openings throughout 2012 will be filled from the hiring pool.

TRT DEPLOYMENT STANDBY - HENRYVILLE - Chief Brubaker gave an update on the TRT deployment standby in Southern Indiana in March. Chief Brubaker reiterated that the State of Indiana put the MABAS 201 group on standby in case technical rescue assistance was needed. The team was on standby for over one week. A portion of the group, the Incident Management Team, was deployed. This specialty team assisted with the command post.

Chief Brubaker stated that the fire department will be hosting a trench rescue drill for two days in July and Board Members are invited to attend. Further information will be provided.

NEW BUSINESS -

KOSCIUSKO COUNTY COMMUNITY FOUNDATION GRANT - APPROVAL TO APPLY - Chief Brubaker asked for approval to apply for a Kosciusko County Community Foundation Grant in the amount of \$2,000. This grant would be used for Play It Safe Family Safety Day which will be held on September 8, 2012. Board Member Quance made a motion to approve applying for the grant; seconded by Board Member Streeter.

All members were in favor. (Documentation attached to Minutes).

KOSCIUSKO REMC OPERATION ROUND UP GRANT - APPROVAL TO APPLY -

Chief Brubaker also asked for approval to apply for a Kosciusko REMC Operation Round Up Grant in the amount of \$2,000. This grant would also be used for Play It Safe Family Safety Day. Board Member Streeter made a motion to approve applying for the grant; seconded by Board Member Burner. All members were in favor. (Documentation attached to Minutes).

BRENT FIFER - STATUS CHANGE -

Chief Brubaker indicated that Firefighter Brent Fifer completed his one-year probationary period on March 6, 2012. The status change recommendation to Firefighter (non-probationary) was presented and approved at the Board of Works meeting on March 16, 2012. Chief Brubaker stated that Firefighter Fifer will be a great asset to the future of the fire service in Warsaw. Board Member Burner made a motion to approve the status change; seconded by Board Member Streeter. All members were in favor. (Documentation attached to Minutes).

TRAVEL REQUESTS -

FIRE DEPARTMENT INSTRUCTORS CONFERENCE (FDIC) -

Chief Brubaker provided the Board Members with a breakdown of estimated expenses to attend the conference along with Travel Authorization/Expense Report Forms. Chief Brubaker stated that in March he received verbal approval from Board of Works members to register for the classes before the cutoff date in order to save \$125.00 per person. The conference includes a multitude of fire service instructors providing continuing education hours as well as new ideas and products. Mayor Thallemer noted the importance of specifying continuing education classes on the Travel Authorization form. Board Member Streeter made a motion to approve the travel requests to attend FDIC; seconded by Board Member Quance. All members were in favor. (Documentation attached to Minutes).

OTHER MATTERS THAT MAY COME BEFORE THE BOARD -

Chief Brubaker distributed the March expenditures report he received Monday, April 2nd. (Documentation attached to Minutes).

MEETING REVIEW -

NO ITEMS CARRIED FORWARD

NO VISITORS' QUESTIONS AND COMMENTS

A list of guests attending today's meeting is attached.

ADJOURNMENT -

There being no further business, Mayor Thallemer entertained a motion to adjourn; so moved by Board Member Quance; seconded by Board Member Streeter. All members were in favor.

ATTEST:

Shirley Fetrow, Recording Secretary

Sheila Burner, Board Member

Diane Quance, Board Member

Michael Reed, Board Member

Joseph Streeter, Board Member

Dr. Joseph Thallemer, Board Member