



AGENDA

Western Cass Fire Protection District
Regular Board Meeting
Wednesday, June 15, 2022, at 7:00 pm
Fire Headquarters
5 S. Rogers Rd., Cleveland, MO 64734
<https://tinyurl.com/mvbetcw7>

Minutes Closed
Session

- 1) Call to Order by the Secretary 7:05 P.M.
- 2) Pledge of Allegiance
- 3) Roll Call (Quorum)
 - a. President and Chair John Webb (2022- 2027)
 - b. Director Sue Hosterman (2019-2025)
 - c. Director Kerri VanMeveren (2020-2026)
 - d. Director Darvin Schildknecht (2021-2027)
 - e. Vice Chair Marty Hardman (2022- 2023)
- 4) A motion to adopt and approve the Wednesday, June 15, 2022 agenda with the caveat that the bid discussion be moved to closed session was approved by consent agenda with no dissention.
- 5) Personal Appearances / Public Comments
- 6) Reports
 - a) President and Chair John Webb reported that the district inventory is done but still needs to be converted to a digital format. President Webb suggested the district hire someone to manually enter all the information into a computer file.
 - b) Vice Chair Marty Hardman presented a thick file of bills and the variance report that was given to the district by the C.P.A. Director Hardman suggested that the district hire a trained accountant to handle the financials as opposed to an unqualified director that was just handed the duties by default. She presented a sample contract for a potential treasurer / accountant that outlines the duties and responsibilities for the job. Director Hardman stated that the final contract would have to be finalized by the district lawyer.

Director VanMeveren inappropriately interrupted Director Hardman's report multiple times. VanMeveren claimed the invoices do not match the variance report which led to an argument. She then tried to make a controversy over the idea of hiring of an accountant / treasurer for the district during a further interruption, and enlisted director Schildknecht to create a hostile atmosphere for Director Hardman during her report. The two had to be called to order multiple times, and VanMeveren accused Director Hardman of trying to commit a crime by splitting up the duties of treasurer.

Director Hardman also informed the board that Director VanMeveren cancelled all 3 of the districts credit cards. Director VanMeveren said director Hardman was lying and that led to more arguments.
 - c) Director Kerri VanMeveren's report
 1. Completed the transition of the www.westerncassfire.org domain to be managed by the website host vendor, Streamline on 5/24/22. This will help ensure that the District will not lose control of the domain in the future as the www.wc-fd.org domain was lost due to being registered to a past volunteer.
 2. Attended the Juneteenth celebration event with the District participation.

3. The bank debit card was issued in my name as was authorized by the prior board. There were discussions of making a motion to cancel that card and close that account at the May meeting but since that did not happen, I have destroyed the debit card.

4. I have concerns about the lack of District documents not being maintained in our TEAMS document repository to include Personnel records, District contracts and other District records. The majority of these documents are subject to the Sunshine Law and we need to ensure that our record keeping is being properly maintained.

5. Documents are not being presented to ALL board members in advance of board meetings so there is adequate time to review before being expected to approve proposed resolutions.

d) Director Sue Hosterman asked when the district was going to schedule the harassment and discrimination class. The board asked Director Hosterman to look into scheduling it. She also asked if the board wanted to get copies of Robert's Rules of Order for everyone individually or if they wanted a single digital copy accessible by all. Director Hosterman suggested a single digital copy in teams would be the cheapest option.

e) Director Darvin Schildknecht reported he checked the tires on the trucks and talked to the chief about him driving one of the trucks to help with maintenance.

f) Fire Chief John Johnson's report is attached.

7) Unfinished Business

a) A motion to approve the 2022.05.28 Emergency Meeting Session Closed Minutes was passed.

President and Chair John Webb	Aye
Director Sue Hosterman	Aye
Director Kerri VanMeveren	Nay
Director Darvin Schildknecht	Nay
Vice Chair Marty Hardman	Aye

b) A motion to approve the May 18, 2022 Open and Closed Session Minutes was passed.

President and Chair John Webb	Aye
Director Sue Hosterman	Aye
Director Kerri VanMeveren	Nay
Director Darvin Schildknecht	Nay
Vice Chair Marty Hardman	Aye

c) Establish Targets, Goals, and Key Performance Indicators – no action taken

d) Impact on 2022 Spending and 2023 Budgeting – no action taken

8) New Business

a) WCFPD Dispatch Services

1) The district has no active personnel currently so the sheriff taking over dispatch calls is irrelevant. The district has a contract with Lee's Summit for \$12,500 per year for dispatch services.

2) President Webb spoke with the sheriff and neighboring districts about dispatching and we are the only department that has an out of county dispatch service.

- 3) The Cass County Sheriff says he can provide the service for about half of what we are currently paying.
- 4) President Webb made a motion to give him authority to negotiate an exit from our current dispatch contract with Lee's Summit or seek a price reduction at the least.

President and Chair John Webb Aye
 Director Sue Hosterman Aye
 Director Kerri VanMeveren Aye
 Director Darvin Schildknecht Aye
 Vice Chair Marty Hardman Aye

- b) A motion was made to replace the tires on pump truck at station number 1 in anticipation of restaffing station 1. The tires will be purchased from Young's Tires in Harrisonville, Missouri. The motion passed by consent agenda with no dissention.
- c) A motion was made to approve the President and vice chair to make changes to the banking documents as needed for permissions and viewing was not passed.

President and Chair John Webb Aye
 Director Sue Hosterman Nay
 Director Kerri VanMeveren Nay
 Director Darvin Schildknecht Nay
 Vice Chair Marty Hardman Aye

- 1) A motion made to give Stephanie Toliver view only access to the Cummunity Bank of Raymore account was

passed.

President and Chair John Webb Aye
 Director Sue Hosterman Aye
 Director Kerri VanMeveren Nay
 Director Darvin Schildknecht Nay
 Vice Chair Marty Hardman Aye

- 2) Director Hosterman clarified that any hired bookkeeper and treasurer must be bonded and their specific duties need to be succinctly defined.

d) Nice-Bear Contract

1) Director VanMeveren told the board that Monte Olsen has abandoned his contract. He has obligations that he has not met so he is in breach of contract and we still owe him money.

2) President Webb stated that Mr. Olsen is still a good resource for knowledge, and he is unsure about the argument for cancelling the contract.

3) VanMeveren cited the March 02, 2022 minutes and Mr. Olsen's timeline and action plan he laid out at that meeting. He gave cost estimates that were approved by the board that served at that time. Mr. Olsen began failing to meet his obligations in March according to VanMeveren.

4) Shildknecht accused Mr. Olsen of being upset that the district would not merge with Dolan and that is why he is failing to complete the contract.

5) A motion made to immediately terminate the contract with Nice Bear Consulting signed on December 15, 2021 was passed.

President and Chair John Webb	Nay
Director Sue Hosterman	Aye
Director Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye
Vice Chair Marty Hardman	Nay

e) The Chiefs' monthly stipend was discussed.

- 1) President Webb asked the board to approve paying the Fire Chief a \$1000 per month stipend.
- 2) VanMeveren took issue with the word stipend and asserted that the district got into trouble with the state in the past when she was the treasurer. She then had a rhetorical discussion with herself over whether to pay him as an employee or with a stipend.
- 3) VanMeveren then went on some long posturing diatribe about wanting to pay the chief but also wanting to do things she considers the "right" way, and how the board must withhold his pay and consult the lawyer before making any moves to compensate the chief for the work he has already done and is currently doing.
- 4) A motion was made to pay the Chief \$1000 per month on a W4 form system pending consultation with the districts lawyer was passed.

President and Chair John Webb	Aye
Director Sue Hosterman	Aye
Director Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye
Vice Chair Marty Hardman	Aye

5) President Webb cited a document titled Article 9 Revised that deals with finances and gives the Chief permission to spend some money each month for district needs in consultation with board members. Small operational expenses could be handled by the chief.

a) VanMeveren argued that the district used to have that policy but it is no longer in effect which led to an argument over the existence of the document in teams.

b) The article was referenced in teams but VanMeveren said there are multiple articles in teams with that name and are all invalid and can't be used to justify the action, but she supports the chief being able to do this.

c) It was pointed out that VanMeveren has been managing the board's teams for several years.

f) TBco engagement proposal

1) They were unable to do the 2020 audit but the district still owes them money.

2) They have offered to handle the 2021 audit but they need the inventory list.

3) VanMeveren said she asked them what happened to the "best practices" discussion she had with them when she was still treasurer, and they responded with an engagement letter.

g) QuickBooks migration

1) Quickbooks was adopted at the May 28, 2022 emergency meeting because all the financial pros recommend Quickbooks. Very few people use the obscure financial software called Zero.

2) The district is considering having John Martin C.P.A. convert all of our information from Zero to Quickbooks.

3) The use of the online version of Quickbooks at bare minimum was approved at the May emergency meeting, and directors Webb and Hardman would like to purchase a local copy of Quickbooks for the district.

4) VanMeveren argued that they do not understand how the software subscription works and they have all the wrong costs for the software.

5) The question was raised of whether the district should have the CPA house and manage the software or go with the online version.

6) Director Hosterman reported that she uses Quickbooks for her business and the license is 2400 for 3 authorized users. Yearly cost is another 2400 dollars if an upgrade is required.

7) A motion made to spend \$2950.00 to purchase Quickbooks and have John Martin C.P.A. house the data and procure the license for 3 authorized users was passed.

President and Chair John Webb	Aye
Director Sue Hosterman	Aye
Director Kerri VanMeveren	Nay
Director Darvin Schildknecht	Aye
Vice Chair Marty Hardman	Aye

h) Smartpro Contract

1) President Webb wants to look for a cheaper and more secure system than Smartpro.

2) A motion made for President Webb to seek a new vendor to replace SMartpro, and prepare a recommendation for the board on the issue was passed by consent agenda with no dissention.

3) Chief Johnson was invited into closed session by the board.

4) Amotion to move to closed session was passed by consent agenda with no dissention.

9) Closed Session - Personnel and Legal Matters

Personnel and Legal matters are confidential until such time as they may be made public by the Board of Directors, and the nondisclosure of such records outweighs the public interest in disclosure of the records as according to RSMo 610.021(1)(3)(13)(19).

6) A motion made to return to open session and adjourn was passed by consent agenda with no dissention.

10) Adjourn 9:05

President John Webb _____

Secretary Chris Johnson _____

Tire Bids

5 bids were obtained Youngs's in Harrisonville lowest bid.

Pumper 1 appx 4000 dollars. Tanker1 appx 6000 Squad 1 good Hankooks with 2020 date.

Pumper 2 appx 4000 dollars. Squad 2 older tires recommend changing. Appx 1000

Candidate Interviews

Sent 3 names to Linda Veach for processing

Colton Pope, Justin LaMaster,Chris Penion

With 2 other candidates that were obtained at the Cleveland Street Fair.

Ems Medical Director

Fire Chief of Dolan West Dolan checking on there medical director along with

Dr. Cusser who said he would be glad to set down with us and set up a new medical program.

Cleveland days participation

We were asked by Cleveland police to participate in Cleveland's Business fair 6-11-2022

We the fire district set up a information tent along with our pumper. We had plenty of left over promotional give away items which the kids seemed to enjoy. We also was able to recruit 2 more fireman from the district.

Training status

Fire fighter 1 and Fire Fighter 2 at the state level is being revamped as of July this year. A new shorter course 36 hours will be initiated. All candidates will still receive interior structure fire training, car fire and extrication training and Basic firemanship. This will solve a lot of our problems quickly along with giving the fireman a well rounded training program. We can then move them into a position to achieve the full firefighter 1 & 2 accreditation. The cost of this program will somewhat be picked up by the University of Missouri Fire School. Combined efforts of Western Cass West Dolan and Drexel will enable all of our firefighters to be able to train as a larger group and save money in the process.

In past our training has been held on Thursday night. After talking with West Dolan Drexel Fire Chiefs I propose we change to Tuesday night. This would allow for interagency training between fire districts without disrupting firefighters schedules.

Regional Fire Chiefs Meeting June 3 2022

All Cass County Fire Chiefs met to discuss the new Cass County 911 dispatch system. Details are still being finalized and amounts for services not rendered yet.

Fire Extinguishers annual inspection.

SCBA air compressor needs annual inspection for Class D certification of air for the SCBA cylinders.