

**Anchorage Middletown Fire & EMS
BOARD OF TRUSTEES/ 108 Urton Lane
March 18, 2025
Minutes**

I. Opening

- a. Chairperson Jim Yates called the meeting of the Board to order at 11:00 am. at AMFEMS Station #1. Present were Chief Pat Walsh, Trustees Jason Karrer, Andy Downes, Linda Oliver and Andrea Oser, Trustee appointees Clinton Hall and Jason Smith, Tonya Smith, Jared Durtche, CJ Scrinto, Denise Chapman, Bri Brown, Laura Lopez, Joey Cooper, Sal Melendez, Jonathan Mattingly, Brad Michel, Mike Sutt, Pam Henehan, Ben Willen, Chief Kevin Tyler, Harold Schewe, Courtney Norris, Shannon Ran as recorder, and Bryan Dillon, general legal counsel to the Board.

II. Oath and swearing in of 3 new board of trustee's members. The following individuals were sworn in as members of the Board of Trustees:

1. Andrea Oser
2. Jason Smith
3. Clinton Hall

III. Approval of Minutes

A. Regular Meeting April 8, 2025

Motion by Jaso Karrer to approve the regular board meeting minutes from April 8, 2025, seconded by Andy Downes. Motion passed unanimously

IV. Financial Reports

- a. Financial Statement: Period Ending April 31, 2025
Trustee Downes reports there was nothing to report outside the contents of the financial statements.

V. Expenditure Requests

Nothing currently

VI. Surplus Equipment

Nothing Currently

VII. Chief's Reports - Chief Walsh

All Division reports were included in the packet.

Chief Walsh reported on the highlights of the month, storm deployment, academy trainee update to 16 candidates, and entertained questions.

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- The Chief also handed out the updated Trainee job description and disciplinary policies. HR Director Tonya Smith reviewed and answered questions. Motion by Andy Downes to approve the updated trainee job description and disciplinary policies, seconded by Linda Oliver. Motion passed unanimously.
- The chief requested an extension of the current promotional list to 180 days to complete ride time and interviews. Motion by Andy Downes to extend the promotional list from 60 days to 180 days temporarily, seconded by Jason Smith, Motion passed unanimously.
- Chief Walsh presented the trustees with the updated job descriptions from his approved organizational chart. Chief and Tonya Smith reviewed the descriptions and entertained questions. Motion to approve the present job descriptions by Jason Smith and seconded by Andy Downes. Motion passed unanimously.
- The chief reported we had the incorrect MOPAR tax being collected. The clerk's office did not get the rate changed from 0.16 to the .0173. The PVA office has since corrected the matter and is working on collecting those missed taxes.

VIII. Old Business

There was no old business to report.

IX. New Business

- a. Chairperson to appoint an election committee (2 people)
The Elections will be held on Saturday June 28, 2025, from 11:00 a.m. to 2:00 p.m.
Chairperson Yates appointed Linda Oliver and Andy Downes to the election committee.
- b. Changing the monthly board of trustees meeting time.
Trustees agreed to move monthly meetings to third Tuesday with the new time of 3pm
- c. Approval of Spindustry usage in place of policy tech.
Motion by Andy Downes to approve the usage of Spindustry in the place of policy tech, seconded by Jason Karrer. Motion passed unanimously.

X. Open Forum

XI. Executive Session

- a. Personnel Matters- KRS 61.810(1)(F)

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Motion by Andy Downes to enter executive session to discuss Personnel Matters pursuant to KRS 61.810(1)(f) , seconded by Linda Oliver. Motion passed unanimously. The Board went into an executive session to discuss personnel matters at 11:33 am.

The Board returned from executive session at 12:47 p.m. with no action taken

XII. Motion to Adjourn

Motion to adjourn at 12:49 pm. by Jason Karrer, second by Andy Downes. The motion passed unanimously.

Shannon F. Ran
Executive Administrative Assistant
Recording Secretary for the Board

*Supporting documents are available by request through the Fire Protection District.