

**Anchorage Middletown Fire & EMS
BOARD OF TRUSTEES/ AMFEMS Training Center
July 21, 2026
Minutes**

I. Opening

Chairperson Jim Yates called the meeting of the Board to order at 3:06 pm at AMFEMS Training Center. Trustees present were Grant Hart, Jason Karrer, Linda Oliver Jason Smith, Andrea Oser and Mike Arth. Also present were Chief Pat Walsh, Deputy Chiefs Kevin Fletcher, other AMFEMS members and visitors, and Bryan Dillon, general counsel to the Board.

II. Approval of Minutes

Motion by Jason Karrer, second by Linda Oliver, to approve the minutes of the June 23, 2026 meeting. Motion passed unanimously.

III. Financial Reports

Financial Report ending June 30, 2026

Chief Walsh reviewed the financial reports for the period ending June 30, 2026 and entertained questions. Motion by Grant Hart, second by Andrea Oser, to approve the financial report. Motion passed unanimously.

IV. Surplus Equipment

There was no surplus equipment.

V. Expenditure Requests

There were no expenditure requests.

VI. Chief's Report – Chief Walsh

Chief's Updates – The license area for AMFEMS ambulance service has been updated to be defined as the district boundaries. Per our license, AMFEMS cannot send the last ambulance resource outside the district for a mutual aid response. The new executive assistant, Holly Prain, starts Monday July 27. David Beyer has completed and distributed his training time investigation. The new quint will be delivered at any time with an additional three weeks required for final attachments. The Middletown occupational payroll tax of 1% results in a total tax to affected members of \$42,000. Chief Walsh proposed that AMFEMS pay this tax.

Motion by Grant Hart, second by Jason Smith, that effective with the July 26 pay period, AMFEMS pay the Middletown occupational tax directly to Middletown and not withhold the tax from the otherwise affected members' wages. Motion passed unanimously.

VII. Old Business

- a. **Station 36 update.** Chief Walsh gave an update on Station 36.
- b. **Station Signs.** Chief discussed the rebranding of station names by tying the name to the location of the station's community and provided photos in the Board

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package of how the names might appear. Chief estimated the current to be about \$40,000. He will move forward with getting official proposals and designs.

VIII. New Business.

a. Election of Officers.

- i. **Chairperson.** Motion by Jason Karrer, second by Grant Hart, to name Jim Yates as Chairperson of the Board. Motion passed unanimously.
- ii. **Secretary.** Motion by Jason Karrer, second by Jason Smith, to name Linda Oliver as Secretary to the Board. Motion passed unanimously.
- iii. **Treasurer.** Motion by Jason Karrer, second by Andrea Oser, to name Grant Hart as Secretary to the Board. Motion passed unanimously.

b. Committee appointments.

- i. **Executive Committee.** Chairperson Yates appointed Jason Karrer, Andrea Oser and Linda Oliver as members of the Executive Committee.
- ii. **Finance Committee.** Chairperson Yates appointed Grant Hart, Jason Smith and Mike Arth as members of the Finance Committee.
- iii. **Policy Committee.** Grant Hart and Mike Arth will join the existing policy committee with other members from the department as appointed by Chief Walsh.

c. Policy Approvals

Motion by Jason Smith, second by Linda Oliver, to approve Policies 2304 and 2800, with typos, grammar and formatting being corrected. Motion passed unanimously.

- d. SOPs presented for awareness only.** SOP-OPS-3404, Fire investigations and SOP-OPS-3405, Baby Box Procedures, were presented to the Board for informational purposes only.

- e. Job Description Approval for EMS Field Training Officer.** Motion by Jason Smith, second by Grant Hart, to approve the Job Description for EMS Field Training Officer. Motion passed unanimously.

- f. Sunset Policy.** Motion by Jason Karrer, second by Linda Oliver, to sunset the Arson Awareness Policy, 404.07.01. Motion passed unanimously.

- g. Promotion Lists.** Motion by Jason Karrer, second by Andrea, to approve both the Major EMS and Major Suppression Promotion Lists. Motion passed unanimously.

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IX. Open Forum

Mike Arth requested re-adding the utilization list to the monthly report.

X. Executive Session

Motion by Jason Karrer, second by Linda Oliver, to enter Executive Session to discuss pending or proposed litigation pursuant to KRS 61.810(1)(c), and real estate matters pursuant to KRS 61.810(1)(b). Motion passed unanimously. The board went into Executive Session at 4:08 pm.

The Board returned from Executive session at 6:01pm with no action taken.

XI. Motion to Adjourn

Motion by Andrea Oser, Second by Grant Hart to adjourn. Motion passed unanimously.

The meeting adjourned at 6:02 pm.

Bryan J. Dillon
General Counsel to the Board

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