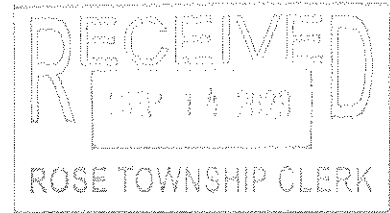




North Oakland County Fire Authority

Proudly Serving The Communities of
Holly & Rose Township
www.nocfa.org



POSTED September 12, 2023

Notice is hereby given that the location for the 9/18/2023 North Oakland County Fire Authority Board of Directors meeting has been changed and will be held at the Rose Township Offices, 9080 Mason St. Holly, MI 48442 with the start time of 6:30 pm.

Thank You

North Oakland County Fire Authority



NORTH OAKLAND COUNTY FIRE AUTHORITY
Board of Directors Proposed Agenda For
Monday September 18, 2023 6:30PM
Location: Rose Township Offices. 9080 Mason St. Holly, MI 48442



- 1. **PLEDGE OF ALLEGIANCE** Kullis Miller Scheib-Snyder
- 2. **CALL TO ORDER / ROLL CALL** Winchester Stilwell Chief Lintz
- 3. **AGENDA APPROVAL**
- 4. **CONSENT AGENDA** - All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the NOCFA Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.
 - a. Approval of meeting minutes from 8/21/2023
 - b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date.

Checking Account as of: 8/31/2023	\$-5,222.96
Statement Savings Account as of: 8/31/2023	\$502,521.38
Capital / Equipment Replacement Account as of: 8/31/2023	\$412,968.00
Bills For Payment Total: 8/22/2023 through 9/18/2023	\$49,437.63
Cost of Payroll: 8/21/2023 & 9/1/2023	\$103,167.52
Accounts Receivable: – MEDICAL as of: 8/31/2023	\$76,714.62
Accounts Receivable: – FIRE as of: 8/31/2023	\$3,879.00
Aging Accounts Turned Over To Collections Allowance as of: 8/31/2023	\$44,000.34

- 5. **PUBLIC COMMENT- ON AGENDA ITEMS ONLY:** Members of the public may address the board once recognized by the chair. Comments are limited to 3 minutes. Prior to addressing the board, members of the public will state their name and address for the record. A second public comment is available prior to adjournment of the meeting for all other comments. Thank you for your cooperation.
- 6. **PRESENTATIONS** – None
- 7. **UNFINISHED BUSINESS**
 - a) Articles of Incorporation Revisions / Creating Board Policies
- 8. **NEW BUSINESS**
 - a) Request approval of letter of understanding between NOCFA & IAFF Local 5346
- 9. **REPORTS** – Including Monthly Incident Data for: **August 2023**
 - Chiefs Report Firefighters Assoc. Holly Twp. Rose Twp. Citizen at Large
- 10. **PUBLIC COMMENT - General**
- 11. **ADJOURNMENT** Next meeting will be Monday October 16, 2023 at 6:30pm. Rose Township Offices. 9080 Mason St. Holly, MI 48442

North Oakland County Fire Authority

Regular Minutes of August 21, 2023

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER / ROLL CALL: Chairperson Kullis called the regular meeting of the North Oakland County Fire Authority Board to order at 6:32 p.m. at Rose Township Offices, 9080 Mason St., Holly, MI 48442

Members Present:

- Kullis
- Miller
- Scheib-Snyder
- Winchester
- Stilwell
- Chief Lintz

Members Absent: None

3. AGENDA APPROVAL

Request to move New Business before Unfinished Business

Motion by Winchester to approve the agenda as amended. Supported by Stillwell. The motion was carried by a 5/0 voice vote.

4. CONSENT AGENDA

- a. Approval of meeting minutes from 6/19/2023 (7/17/23 meeting canceled).
- b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of: 7/31/2023	\$146,111.90
Statement Savings Account as of: 7/31/2023	\$652,339.93
Capital/Equipment Replacement Account as of: 7/31/2023	\$391,657.57
Bills for Payment Total: 6/20/2023 through 8/21/2023	\$279,049.13
Cost of Payroll: 6/26/2023 through 8/7/2023	\$193,317.17
Accounts Receivable – MEDICAL as of: 7/31/2023	\$105,354.04
Accounts Receivable – FIRE as of: 7/31/2023	\$3,879.00
Aging Accounts Turned Over to Collections as of: 7/31/2023	\$45,407.02

Motion by Winchester to approve the Consent Agenda. Supported by Miller. The motion was carried by a 5/0 voice vote.

5. PUBLIC COMMENT (on Agenda Items Only): None

6. PRESENTATIONS – None

7. NEW BUSINESS

a) Request to increase board approved capital purchase amounts from \$5,000 to \$7,500

Motion by Scheib-Snider to increase capital purchase amounts from \$5,000 to \$10,000 before requiring board approval. Supported by Winchester. The motion was carried by a 5/0 roll call vote.

b) Request board approval of apparatus repair invoice for \$5,416.70.

Motion by Kullis to authorize payment of the apparatus repair invoice for \$5,416.70. Supported by Miller. The motion was carried by a 5/0 roll call vote.

8. UNFINISHED BUSINESS

a) Articles of Incorporation Revisions/Creating Board Policies

Atty. Lauer prepared two draft documents for the Board's review: 1) Bylaws, and 2) Code of Ethics. She reviewed the edits and additions that she made to the documents. Board members asked questions and gave their feedback. Atty. Lauer stated several times that the draft documents are suggestions and that Board members have the responsibility for final content. Board members will each review the documents and send their individual edits to Chief Lintz who will give them to Atty. Lauer. Supervisor Kullis suggested a target date of Aug. 31 to finish the edits and send them to Chief Lintz. Atty. Lauer will bring them back to the next board meeting.

No action taken.

9. REPORTS – including monthly incident data for June & July 2023

Chief's Report

- Chief Lintz reviewed the incident data highlights for June and July 2023 and stated that July medical responses were up markedly from the average. Speculation is that it may be the aging population.
- They have received 2 AFG grants: one is for a turn-out gear dryer, radios, AED's, and other numerous miscellaneous items; the second grant is for power load stretchers.
- Auditors are starting today for the 2022-23 fiscal year that just closed.
- A golf outing hosted by Holly and Springfield departments will be held this Saturday, Aug 26, at Fenton Farms

- The Renaissance Festival started last weekend. Holly has 2 Firewatch patrols, and Groveland has medical staff on the site.
- Firefighter's Association – no report
- Holly Twp – Supervisor Kullis
 - Holly Twp. has approved joined WOTA
- Rose Twp – Supervisor Scheib-Snider
 - The board approved joining WOTA at their last meeting
 - Clerk Miller has two school elections on Sept. 7
- Citizen at large – Brad Stillwell, no report

10. PUBLIC COMMENT - General

- Julius Stern, 1445 Munger Rd., addressed the board
- Sandra Villareal, 18055 Ottieway Ct., addressed the board

11. ADJOURNMENT: Chairperson Kullis adjourned the meeting at 8:43 p.m.

Diane Hill, Recording Secretary

North Oakland County Fire Authority REVENUE & EXPENSE REPORT

Accrual Basis

AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Income				
4050 · Revenues				
401 · Holly Township Contribution	528,000.00	1,066,000.00	(528,000.00)	50.0%
402 · Rose Township Contribution	528,000.00	1,066,000.00	(528,000.00)	50.0%
403 · Training/Education revenues	16,576.00	30,000.00	(13,425.00)	55.3%
404 · Fire Cost Recovery	1,004.00	8,000.00	(6,996.00)	12.6%
405 · Grant Receipts	0.00	173,000.00	(173,000.00)	0.0%
405.5 · SAFER Grant Receipts	2,810.86	100,000.00	(97,189.14)	2.8%
406 · Medical Cost Recovery	33,128.00	410,000.00	(376,872.00)	8.1%
410 · Sales-Small Items	0.00	18,000.00	(18,000.00)	0.0%
412 · Sales-Capital Items	0.00	0.00	0.00	0.0%
413 · Review and Inspection Services	0.00	10,000.00	(10,000.00)	0.0%
414 · Interest Earned	354.27	500.00	(145.73)	70.9%
416 · Donations	1,059.10	0.00	1,059.10	100.0%
Total 4050 · Revenues	1,110,931.23	2,861,500.00	(1,750,568.77)	38.8%
Total Income	1,110,931.23	2,861,500.00	(1,750,568.77)	38.8%
Gross Profit	1,110,931.23	2,861,500.00	(1,750,568.77)	38.8%
Expense				
6000 · Risk Management Insurance				
650 · Liability Insurance	40,836.00	36,000.00	4,836.00	113.4%
652 · Workers Compensation Insurance	20,940.00	75,000.00	(54,060.00)	27.9%
Total 6000 · Risk Management Insurance	61,776.00	111,000.00	(49,224.00)	55.7%
7000 · Personnel				
700 · Wages, Chief Full Time	17,960.20	93,393.00	(75,432.80)	19.2%
700.5 · Full Time Employee Wages	115,120.14	589,500.00	(474,379.86)	19.5%
700.7 · Full Time Overtime Wages	4,220.77	15,000.00	(10,779.23)	28.1%
700.9 · COVID19 Wages	0.00	0.00	0.00	0.0%
704 · Officer Wages	2,999.95	16,800.00	(12,800.05)	19.0%
705 · Instructor Wages	600.00	5,000.00	(4,400.00)	12.0%
707 · Special Event Pay	2,453.19	13,000.00	(10,546.81)	18.9%
708 · Duty Shift Medic	26,866.20	177,660.00	(150,793.80)	15.1%
708.5 · Duty Shift Basic	45,849.30	280,876.00	(235,026.70)	16.3%
709 · Part Time Overtime Pay	792.00	15,000.00	(14,208.00)	5.3%
710 · Work Detail Pay	263.00	2,000.00	(1,737.00)	13.2%
711 · Training Wages	4,862.12	28,000.00	(23,137.88)	17.4%
712 · Incident run pay/POC Fire Wages	6,994.54	60,000.00	(53,005.46)	11.7%
714 · Social Sec/FICA	17,640.26	90,666.03	(73,025.77)	19.5%
715 · Medical Exp/Employees	90.00	1,500.00	(1,410.00)	6.0%
716 · Healthcare Insurance/Full Time	27,079.79	144,000.00	(116,920.21)	18.8%
716.2 · Health Care Stipend	0.00	2,500.00	(2,500.00)	0.0%
716.5 · Health Care Savings Contrib	2,900.82	14,357.86	(11,457.04)	20.2%
717 · 401 Contribution - FT Emp	18,379.78	93,326.09	(74,946.31)	19.7%
717.2 · 401K CONTRIBUTIONS - POC EE	3,537.89	20,000.00	(16,462.11)	17.7%
719 · Life/Disability Insurance FT	1,562.00	7,300.00	(5,738.00)	21.4%
Total 7000 · Personnel	300,171.95	1,668,878.98	(1,368,707.03)	18.0%
7200 · Supplies				
722 · Operating Supplies	800.72	10,000.00	(9,199.28)	8.0%
723 · Fire Prevention	0.00	2,500.00	(2,500.00)	0.0%
724 · Uniforms	3,164.79	14,000.00	(10,835.21)	22.6%
726 · Medical Supplies	2,234.74	15,000.00	(12,765.26)	14.9%
7200 · Supplies - Other	0.00	0.00	0.00	0.0%
Total 7200 · Supplies	6,200.25	41,500.00	(35,299.75)	14.9%
7500 · SAFER GRANT EXPENDITURES				
751 · Instructor Wages	0.00	1,500.00	(1,500.00)	0.0%
752 · Workers Comp Ins/SS	0.00	0.00	0.00	0.0%
753 · Training Costs	1,750.00	4,000.00	(2,250.00)	43.8%
754 · Employee Physicals	0.00	1,500.00	(1,500.00)	0.0%
755 · Health Insurance	0.00	0.00	0.00	0.0%

North Oakland County Fire Authority REVENUE & EXPENSE REPORT

AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

Accrual Basis

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
756 · 401 Contributions SAFER FT Emp	0.00	0.00	0.00	0.0%
757 · Fringe Benefits	0.00	78,000.00	(78,000.00)	0.0%
758 · Life/Disability FT Employees	0.00	0.00	0.00	0.0%
760 · Marketing	0.00	1,000.00	(1,000.00)	0.0%
761 · Equipment Purchases	2,819.00	6,000.00	(3,181.00)	47.0%
763 · Travel Expense	0.00	0.00	0.00	0.0%
765 · Lost Wages Reimbursement	0.00	8,000.00	(8,000.00)	0.0%
Total 7600 · SAFER GRANT EXPENDITURES	4,569.00	100,000.00	(95,431.00)	4.6%
8000 · Contracted Services				
800 · Dispatching	6,193.00	38,500.00	(32,307.00)	16.1%
802 · Auditing	0.00	7,200.00	(7,200.00)	0.0%
804 · Legal	630.00	10,000.00	(9,370.00)	6.3%
806 · Medical Cost Recovery- Billing	3,477.26	19,000.00	(15,522.74)	18.3%
807 · Fire Cost Recovery Billing	0.00	1,000.00	(1,000.00)	0.0%
810 · Non Employee Instructor Wages	7,604.02	15,000.00	(7,395.98)	50.7%
812 · Employee Education	3,886.00	10,000.00	(6,114.00)	38.9%
814 · Dues, Fees, Subscriptions	11,140.00	22,000.00	(10,860.00)	50.6%
815 · Payroll Services	863.70	5,500.00	(4,636.30)	15.7%
816 · Administrative Services	1,260.00	8,700.00	(7,450.00)	14.4%
820 · Construction/Labor Services	0.00	3,000.00	(3,000.00)	0.0%
Total 8000 · Contracted Services	35,043.98	139,900.00	(104,856.02)	25.0%
8500 · Operating Expenses				
850 · Communications	341.75	6,000.00	(5,658.25)	5.7%
851 · IT Operational Expenses	27,035.65	30,000.00	(2,964.35)	90.1%
852 · Fuel	4,066.03	30,000.00	(25,933.97)	13.6%
854 · Printing and Publishing	336.60	300.00	36.60	112.2%
855 · Training Supplies / Equipment	6,372.22	5,000.00	1,372.22	127.4%
858 · Utilities	6,237.97	48,000.00	(41,762.03)	13.0%
859 · Equipment Lease	776.20	5,000.00	(4,223.80)	15.5%
860 · Bldg & Grnds Repair/Maint.	5,399.20	22,000.00	(16,600.80)	24.5%
862 · Equip Maintenance	6,036.65	20,000.00	(13,963.35)	30.2%
866 · Vehicle Maintenance	18,241.81	45,000.00	(26,758.19)	40.5%
867 · Debt Write-Off-Medical	22,563.42	130,000.00	(107,436.58)	17.4%
867.5 · QAAP Medical Tax	420.80	2,000.00	(1,579.20)	21.0%
868 · Debt Write-Off-Fire	0.00	1,500.00	(1,500.00)	0.0%
869 · Debt Write Off/ Other	0.00	0.00	0.00	0.0%
Total 8500 · Operating Expenses	97,828.30	344,800.00	(246,971.70)	28.4%
9500 · Debt Service				
950 · Debt Service	78,926.11	149,000.00	(70,073.89)	53.0%
952 · Interest on Debt	3,966.23	14,721.02	(10,754.79)	26.9%
Total 9500 · Debt Service	82,892.34	163,721.02	(80,828.68)	50.6%
9700 · Purchases				
970 · Capital Purchases +5,000	15,287.00	20,000.00	(4,713.00)	76.4%
972 · Equipment Purchases -5,000	1,440.07	10,000.00	(8,559.93)	14.4%
973 · Grant Expenses	3,441.47	173,000.00	(169,558.53)	2.0%
974 · Grant Match	0.00	87,000.00	(87,000.00)	0.0%
975 · COVID19 Supplies/Equipment	0.00	80,000.00	(80,000.00)	0.0%
999 · Capital replacement transfers	70,000.00	0.00	70,000.00	100.0%
Total 9700 · Purchases	90,168.54	370,000.00	(279,831.46)	24.4%
Total Expense	678,650.36	2,939,800.00	(2,261,149.64)	23.1%
Net Income	432,280.87	(78,300.00)	510,580.87	(552.1)%

**NOCFA Equipment Replacement
Revenue & Expense Report**
July 1, 2023 through August 31, 2023

3:53 PM
09/13/23
Accrual Basis

	\$ Over Budget	TOTAL Budget	\$ Over Budget
Income			
4000 - Transfers from General Fund		20,000.00	200,000.00
4100 - Interest Income		60.00	4,322.66
Total Income		20,060.00	204,322.66
Expense			
5000 - Capital Outlay			
6050 - Transfer to Checking Account		50,000.00	
Total 5000 - Capital Outlay		50,000.00	
Total Expense		20,060.00	154,322.66
Net Income			154,322.66

3:48 PM
09/13/23
Accrual Basis

North Oakland County Fire Authority
CASH BALANCES REPORT
JULY 01, 2023 THROUGH AUGUST 31, 2023

	<u>Jul - Aug 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash-Checking	-5,222.96
1001 · STATEMENT SAVINGS ACCOUNT	<u>502,521.38</u>
Total Checking/Savings	<u>497,298.42</u>
Total Current Assets	<u>497,298.42</u>
TOTAL ASSETS	<u><u>497,298.42</u></u>
LIABILITIES & EQUITY	0.00

3:54 PM
09/13/23
Accrual Basis

NOCFA Equipment Replacement
Cash Balance Report
JULY 1, 2023 THROUGH AUGUST 31, 2023

	<u>Jul - Aug 23</u>
1000 · Cash-Equipment Replacement	<u>412,968.67</u>
TOTAL	<u><u>412,968.67</u></u>

3:32 PM
 09/13/23
 Accrual Basis

North Oakland County Fire Authority
BILLS FOR PAYMENT
 AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

Date	Memo	Amount
ACCU-MED		
09/06/2023	BILLING 8/1-8/3'	1,309.40
Total ACCU-MED		1,309.40
ALLIED FIRE SALES & SERVICE LLC		
09/13/2023	FIRE GEAR SAFER GRANT & AFG 2022 GRANT	6,260.47
Total ALLIED FIRE SALES & SERVICE LLC		6,260.47
AMAZON CAPITAL SERVICES		
09/06/2023	ACCT# A2VV761JHJLPOA	318.95
Total AMAZON CAPITAL SERVICES		318.95
BOUND TREE MEDICAL		
08/30/2023	MEDICAL SUPPLIES	222.63
Total BOUND TREE MEDICAL		222.63
CARDMEMBER SERVICE / 9167		
08/30/2023	KITCHEN SUPPLIES	93.30
Total CARDMEMBER SERVICE / 9167		93.30
CBMS		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
Total CBMS		0.00
COMCAST (Station 1 TV)		
09/06/2023	5051 GRANGE HALL	31.98
Total COMCAST (Station 1 TV)		31.98
COMCAST (Station 3 Internet)		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
Total COMCAST (Station 3 Internet)		0.00
COMCAST (Station 3 TV)		
08/30/2023	280 ROSE CENTER	10.84
Total COMCAST (Station 3 TV)		10.84
COMCAST CABLE (OFF SITE INTERNET)		
08/28/2023	OFF-SITE CELL	140.00
Total COMCAST CABLE (OFF SITE INTERNET)		140.00
COMMUNITY DISPOSAL SERVICE, INC		
09/13/2023	DISPOSAL 5051 GRANGE HALL & 280 ROSE CENTER	113.30
Total COMMUNITY DISPOSAL SERVICE, INC		113.30
CONSUMERS ENERGY		
08/30/2023	5051 GRANGE HALL	1,194.51
09/06/2023		177.51
Total CONSUMERS ENERGY		1,372.02
COSTCO WHOLESALE		

3:32 PM
 09/13/23
 Accrual Basis

North Oakland County Fire Authority
BILLS FOR PAYMENT
 AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

<u>Date</u>	<u>Memo</u>	<u>Amount</u>
08/31/2023	SUPPLIES	69.46
Total COSTCO WHOLESALE		69.46
CSI EMERGENCY APPARATUS, LLC		
09/06/2023	VALVE	205.16
Total CSI EMERGENCY APPARATUS, LLC		205.16
DIESEL TECH		
08/22/2023	2014 FORD F550	5,416.70
Total DIESEL TECH		5,416.70
DOUGLASS SAFETY SYSTEMS, LLC		
09/13/2023	SOFTNER SALT	138.00
Total DOUGLASS SAFETY SYSTEMS, LLC		138.00
DOVER & COMPANY		
09/06/2023	DEPOSIT - DOOR- STA.3	1,485.50
Total DOVER & COMPANY		1,485.50
EMERGENCY VEHICLES PLUS		
09/13/2023	2022 AMBULANCE	572.66
Total EMERGENCY VEHICLES PLUS		572.66
GALLS, LLC		
09/13/2023	ACCT# 3811359	326.95
Total GALLS, LLC		326.95
GREAT LAKES ACE		
09/13/2023	ACCT# 207443	156.87
Total GREAT LAKES ACE		156.87
HOLLY AUTOMOTIVE SUPPLY		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
09/06/2023	CUST: 1820	17.98
Total HOLLY AUTOMOTIVE SUPPLY		17.98
Kathryn Lucas		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
Total Kathryn Lucas		0.00
KERTON LUMBER CO		
09/06/2023	MAINT CLEANING SUPPLIES	42.22
Total KERTON LUMBER CO		42.22
LESSORS WELDING SUPPLY		
08/22/2023	CUST# 649	96.05
Total LESSORS WELDING SUPPLY		96.05
MADDIN HAUSER ATTY		
09/13/2023	GENERAL LEGAL SERVICE	245.00

3:32 PM
 09/13/23
 Accrual Basis

North Oakland County Fire Authority
BILLS FOR PAYMENT
 AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

<u>Date</u>	<u>Memo</u>	<u>Amount</u>
Total MADDIN HAUSER ATTY		245.00
MAZICH, PAMELA		
08/22/2023	AUGUST 2023	625.00
Total MAZICH, PAMELA		625.00
MERS/ALERUS		
09/01/2023	401K CONTRIBUTIONS & LOAN REPAY	5,418.74
09/01/2023	ER-EE HCSP CONTRIBUTIONS	1,205.30
09/01/2023	EE-457 CONTRIBUTIONS	1,116.89
Total MERS/ALERUS		7,740.93
MES		
09/06/2023	CALIBRATION GAS	195.00
Total MES		195.00
MI MUNI LEAGUE		
09/06/2023	DUES 7/1-6/30/2024	200.00
Total MI MUNI LEAGUE		200.00
NATURE'S RAIN		
09/06/2023	SERVICE CALL	573.25
Total NATURE'S RAIN		573.25
North Oakland County Training Academy		
08/23/2023	GENERAL REIMBURSEMENT - NOCFA	1,750.00
Total North Oakland County Training Academy		1,750.00
OAKLAND COUNTY MEDICAL CONTROL AUTHORITY		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
Total OAKLAND COUNTY MEDICAL CONTROL AUTHORITY		0.00
OAKLAND COUNTY TREASURERS - DISPATCHING		
08/30/2023	DISPATCH AUG 2023	3,096.50
Total OAKLAND COUNTY TREASURERS - DISPATCHING		3,096.50
RICOH USA Inc. (copier Lease)		
08/30/2023	ACCT: 3719865 LEASE	259.25
Total RICOH USA Inc. (copier Lease)		259.25
ROAD COMMISSION FOR OAKLAND COUNTY		
09/13/2023	FUEL	1,665.94
Total ROAD COMMISSION FOR OAKLAND COUNTY		1,665.94
SAMS CLUB/SYNCHRONY BANK		
08/29/2023	SUPPLIES	37.96
Total SAMS CLUB/SYNCHRONY BANK		37.96
SEAL, TIM		
09/13/2023	PADO CLASS INSTRUCTOR	723.60

3:32 PM
 09/13/23
 Accrual Basis

North Oakland County Fire Authority
BILLS FOR PAYMENT
 AUGUST 22, 2023 THROUGH SEPTEMBER 18, 2023

Date	Memo	Amount
Total SEAL, TIM		723.60
SEAN CALDWELL		
09/13/2023	RENAISSANCE FESTIVAL COVERAGE	476.00
Total SEAN CALDWELL		476.00
STANDARD INSURANCE COMPANY RV		
08/22/2023	PREMIUM 9/1/23	715.01
Total STANDARD INSURANCE COMPANY RV		715.01
STATE OF MICHIGAN MDHHS		
09/13/2023	AMBULANCE ASSESSMENT	420.80
Total STATE OF MICHIGAN MDHHS		420.80
SZOTT FORD		
08/22/2023	QuickBooks generated zero amount transaction for bill pay...	0.00
Total SZOTT FORD		0.00
T-MOBILE		
08/30/2023	COMMUNICATIONS	194.59
Total T-MOBILE		194.59
UNION DUES		
09/01/2023	UNION DUES 9/1	600.00
Total UNION DUES		600.00
VC3		
09/13/2023	IT-FIRE WALLS	2,860.00
Total VC3		2,860.00
VECTOR-TARGET SOL		
09/06/2023	OPERATIONAL SOFTWARE	8,370.44
Total VECTOR-TARGET SOL		8,370.44
WEX BANK MTHN		
09/13/2023	FUEL	287.92
Total WEX BANK MTHN		287.92
TOTAL		49,437.63

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09/13/23

Accrual Basis

North Oakland County Fire Authority
PAYROLL EXPENSE REPORT
AUGUST 21, 2023 THROUGH SEPTEMBER 01, 2023

Aug 21 - Sep 1, 23

Expense	
7000 · Personnel	
700 · Wages, Chief Full Time	7,184.08
700.6 · Full Time Employee Wages	48,726.96
700.7 · Full Time Overtime Wages	765.54
704 · Officer Wages	1,199.98
705 · Instructor Wages	600.00
707 · Special Event Pay	1,730.58
708 · Duty Shift Medic	10,356.12
708.5 · Duty Shift Basic	19,066.30
709 · Part Time Overtime Pay	0.00
710 · Work Detail Pay	91.40
711 · Training Wages	1,104.31
712 · Incident run pay/POC Fire Wages	2,367.65
714 · Social Sec/FICA	7,301.62
716 · Healthcare Insurance/Full Time	-360.00
716.2 · Health Care Stipend	0.00
716.5 · Health Care Savings Contrib	0.00
Total 7000 · Personnel	<u>100,134.54</u>
7200 · Supplies	
724 · Uniforms	2,750.00
Total 7200 · Supplies	<u>2,750.00</u>
7500 · SAFER GRANT EXPENDITURES	
765 · Lost Wages Reimbursement	0.00
Total 7500 · SAFER GRANT EXPENDITURES	<u>0.00</u>
8000 · Contracted Services	
812 · Employee Education	0.00
815 · Payroll Services	338.98
816 · Administrative Services	0.00
Total 8000 · Contracted Services	<u>338.98</u>
8500 · Operating Expenses	
850 · Communications	-56.00
Total 8500 · Operating Expenses	<u>-56.00</u>
Total Expense	<u>103,167.52</u>
Net Income	<u><u>-103,167.52</u></u>

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09/13/23

Accrual Basis

North Oakland County Fire Authority
ACCOUNTS RECEIVABLE-MEDICAL & FIRE COMBINED
AUUST 31, 2023

	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Accounts Receivable	
1060 · A/R-Fire Cost Recovery	3,879.00
1070 · A/R-Medical -ACCUMED	76,714.62
1070.6 · A/R AACB - ALL RUNS	153,113.96
Total Accounts Receivable	<u>233,707.58</u>
Other Current Assets	
1070.7 · ALLOWANCE FOR BAD ACCTS	-109,113.62
Total Other Current Assets	<u>-109,113.62</u>
Total Current Assets	<u>124,593.96</u>
TOTAL ASSETS	<u><u>124,593.96</u></u>
LIABILITIES & EQUITY	0.00

North Oakland County Fire Authority Incident Run Data

August-23

Total Incidents	142
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Incident Summary	
Structure Fires	0
Vehicle Fires	0
Brush / Outdoor Fires	1
EMS Medicals	60
Vehicle Accidents w/ Injuries	8
Vehicle Accidents w/ No Injuries	4
Hazardous Cond.	6
Service Call	9
Good Intent	10
False Calls	6
Severe Weather	38
Other	
Total Calls	142

Out of District Runs	
MUTUAL AID MEDICAL	5
MUTUAL AID FIRE	3
MISC	1
Total	9

Total EMS Related Calls	69
Total NOCFA Transports	45
Patient Sign Offs / No Transport	24

	minutes	# of priority calls
Avg. Response Time To Priority Calls	8	19

TOTAL RUNS IN FIRE DISTRICT	133
TOTAL OUT OF DISTRICT RUNS	9

Total Runs **142**

Total Employees	37
Full Time	11
Part time / Paid on Call	26

Paramedic's	13
EMT's	21
MFR's	3

Employees out on leave	2
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Employees Voluntary / Involuntary terminated last month	0
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Employees Hired last month	0
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Rose Twp.	56
Holly Twp.	69
I-75	8



LETTER OF UNDERSTANDING

BETWEEN

NORTH OAKLAND COUNTY FIRE AUTHORITY

AND

NORTH OAKLAND COUNTY FIREFIGHTERS UNION IAFF LOCAL 5346

This Letter of Understanding ("LOU") is entered into this ____ day of _____, 2023, between the North Oakland County Fire Authority ("Authority"), and the North Oakland County Firefighter's Union IAFF Local 5346 ("Union"). The Authority and the Union are collectively referred to as "the parties."

WHEREAS, the Authority and the Union are parties to a collective bargaining agreement, hereinafter referred to as "CBA," which is in effect from July 1, 2022, until June 30, 2025;

WHEREAS, the collective bargaining agreement includes the rank of Firefighter/Medic; and the parties agree and understand that Firefighter I & II and a paramedic license is required by law to perform the job duties of a Firefighter/Medic;

WHEREAS, recruiting to fill Authority vacancies with qualified candidates has become challenging in the current labor market;

WHEREAS, the Authority and the Union have mutually identified a need to adapt the hiring qualifications for the position of full-time Firefighter in the Fire Authority.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Employment of internal applicants with a State of Michigan **Firefighter I & II certification, and an EMT-Basic license, but who do not hold a Paramedic License.**
 - a. Qualified applicants of the Authority who hold a State of Michigan Firefighter I & II certification and State of Michigan EMT-B License, but not a State of Michigan Paramedic License may be offered a probationary position in the Authority in the position of "Firefighter/Medic Trainee" as identified in this Letter of Understanding.
 - b. The employee will start full-time employment as "Firefighter/Medic Trainee", with a salary of \$48,450 and will subsequently receive the annual percentage increase as designated in the current CBA.
 - c. The employee will be promoted to the rank of "Firefighter/Medic" upon issuance of their Paramedic License and shall be placed at the appropriate step on the wage scale as dictated by their years of service with the Authority as identified in Appendix A of the CBA.

- d. Employees of the North Oakland County Fire Authority who are hired as a full-time Firefighter/Medic Trainee, and who do not have a paramedic license, will have 6 months from their date of hire to become enrolled in an approved State of Michigan paramedic program. The employee shall have 6 months from their date of graduation to obtain a State of Michigan paramedic license. This term may be extended by the mutual written agreement of the employee, the Union, and the Fire Chief. If the employee is not able to obtain their paramedic license within 6 months after graduation from the paramedic program, the employee shall be terminated from full-time employment.
- e. All costs for paramedic program will be paid by the Authority. Expenses related to transportation such as parking, mileage, and vehicle use shall be reimbursed to the employee if appropriate documentation is provided to the Authority. Use of an Authority vehicle for transportation to and from paramedic school and its requirements will be permitted with the prior approval of the Fire Chief or his designee. If an Authority vehicle is used for transport, only parking expenses will be reimbursed by the Authority. Books shall be returned to the Authority upon the employee obtaining a paramedic license.
- f. Time off for attending the paramedic program during on-duty hours is permitted and shall be approved by the Fire Chief.
- g. Time for attending the paramedic program while off-duty, including class time and clinical time, shall be paid and counted as hours worked.
- h. The employee shall not suffer any loss of pay or paid time off as a result of attending the paramedic program.
- i. All employees attending the paramedic program will sign a Family Educational Rights and Privacy Act (FERPA) release/consent to allow the North Oakland County Fire Authority to ensure the success of the employee while attending class and to track their progress. The employees must achieve satisfactory progress throughout the program.
- j. The Authority will pay for the first three (3) attempts to pass the Paramedic psychomotor and cognitive examinations (Written and Practical). If the employee does not pass the first three (3) attempts, the cost of additional examinations and any paramedic refresher courses will be the responsibility of the employee.
- k. The Employee will remain on probation for six months after obtaining their paramedic license for proper field training and evaluation, with probation being no less than one year from their date of hire as defined in the CBA.
- l. The employee's work schedule will be set at the Authority's discretion depending on their school/training schedule. The work schedule may be altered to accommodate the school/training schedule.

m. The number of firefighters sent to paramedic program at one time will be at Authority's discretion.

2. Applicants hired to the full-time Firefighter/Medic Trainee position shall be current employees of the Authority.
3. Nothing in this Letter of Understanding shall modify any terms or conditions of the CBA except for that which is specifically set forth above.
4. Except upon the request of both parties, the provisions of this Letter of Understanding shall expire on June 30, 2025. Upon the expiration of this letter, employees who are in the process of obtaining their paramedic license as specified in this Letter of Understanding will maintain their status and complete the program under the terms set forth herein.

FOR THE UNION

NORTH OAKLAND COUNTY
FIREFIGHTER'S UNION
IAFF LOCAL 5346

FOR THE AUTHORITY

NORTH OAKLAND COUNTY FIRE AUTHORITY

Local President

Authority Chairperson

Local Vice President

Authority Fire Chief

Local Secretary

Local Treasurer