



NORTH OAKLAND COUNTY FIRE AUTHORITY
Board of Directors Proposed Agenda For
Tuesday October 22, 2024, 6:30 PM
Location: Rose Township Offices 9080 Mason, Holly, MI 48442

- 1. **PLEDGE OF ALLEGIANCE** Kullis Miller Scheib-Snider
- 2. **CALL TO ORDER / ROLL CALL** Winchester Stilwell Chief Weil
- 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 August 27, 2024.
 - b. Approval of Special Meeting Minutes – October 7, 2024.
 - c. Financial Reports: General Fund Revenue & Expense Year to Date.

Checking Account as of: 9/30/2024	\$38,880.36
Statement Savings Account as of: 9/33/2024	\$363,846.22
Equipment Replacement Money Market Account as of: 9/30/2024	\$481,961.46
Accounts Receivable: – MEDICAL as of: 9/30/2024	\$105,603.44
Accounts Receivable: – FIRE as of: 9/30/2024	\$921.00
Aging Accounts Turned Over to Collections Allowance as of: 9/30/2024	\$109,113.62
Cost of Payroll: September 2, 2024 – October 22, 2024	\$119,918.17
Bills For Payment Total: 9/24/2024 through 10/22/2024	\$49,675.69

- 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) New Fire Chief’s Contract Negotiation.
- 8. **NEW BUSINESS**
 - a)
- 9. **REPORTS** – Including Monthly Incident Data for: **September 2024.**
 - Chiefs Report Firefighters Assoc. Holly Twp. Rose Twp. Citizen at Large
- 10. **PUBLIC COMMENT**
- 11. **ADJOURNMENT** Next meeting will be Tuesday November 18, 2024, at 6:30pm. NOCFA Station 1 at 5051 Grange Hall Rd., Holly, MI 48442.

North Oakland County Fire Authority

Balance Sheet

As of September 30, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash-Checking	38,880.36
1001 STATEMENT SAVINGS ACCOUNT	363,846.22
1002 Money Market	481,961.46
Total Bank Accounts	\$884,688.04
Accounts Receivable	
1060 A/R-Fire Cost Recovery	.921.00
1070 A/R-Medical -ACCUMED	105,603.44
1070.6 A/R AACB - ALL RUNS	144,014.13
1073 Training Receivables	1,989.00
1075 A/R-General	791.89
Total Accounts Receivable	\$253,319.46
Other Current Assets	
1070.7 ALLOWANCE FOR BAD ACCTS	-109,113.62
1499 Undeposited Funds	23,636.00
1600 PREPAID EXPENDITURES	29,469.64
Total Other Current Assets	\$-56,007.98
Total Current Assets	\$1,081,999.52
TOTAL ASSETS	\$1,081,999.52
LIABILITIES AND EQUITY	\$1,081,999.52

North Oakland County Fire Authority

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

July 2024 - June 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income						
4050 Revenues						
401 Holly Township Contribution	551,500.00	1,103,000.00	-551,500.00	551,500.00	50.00 %	50.00 %
402 Rose Township Contribution	551,500.00	1,103,000.00	-551,500.00	551,500.00	50.00 %	50.00 %
403 Training/Education revenues	10,970.00	10,000.00	970.00	-970.00	109.70 %	-9.70 %
404 Fire Cost Recovery		5,000.00	-5,000.00	5,000.00		100.00 %
405 Grant Receipts		50,000.00	-50,000.00	50,000.00		100.00 %
405.5 SAFER Grant Receipts	8,850.00	100,000.00	-91,150.00	91,150.00	8.85 %	91.15 %
406 Medical Cost Recovery	97,365.80	430,000.00	-332,634.20	332,634.20	22.64 %	77.36 %
410 Sales-Small Items	90.00	10,000.00	-9,910.00	9,910.00	0.90 %	99.10 %
413 Review and Inspection Services	15,520.00	32,000.00	-16,480.00	16,480.00	48.50 %	51.50 %
414 Interest Earned	5,117.07	750.00	4,367.07	-4,367.07	682.28 %	-582.28 %
416 Donations		500.00	-500.00	500.00		100.00 %
419.1 Wage Reimbursement		1,500.00	-1,500.00	1,500.00		100.00 %
Total 4050 Revenues	1,240,912.87	2,845,750.00	-1,604,837.13	1,604,837.13	43.61 %	56.39 %
Services	39,874.59		39,874.59	-39,874.59		
Total Income	\$1,280,787.46	\$2,845,750.00	\$-1,564,962.54	\$1,564,962.54	45.01 %	54.99 %
GROSS PROFIT	\$1,280,787.46	\$2,845,750.00	\$-1,564,962.54	\$1,564,962.54	45.01 %	54.99 %
Expenses						
6000 Risk Management Insurance						
650 Liability Insurance	45,922.00	43,000.00	2,922.00	-2,922.00	106.80 %	-6.80 %
652 Workers Compensation Insurance	14,239.00	76,500.00	-62,261.00	62,261.00	18.61 %	81.39 %
Total 6000 Risk Management Insurance	60,161.00	119,500.00	-59,339.00	59,339.00	50.34 %	49.66 %
66900 Reconciliation Discrepancies		0.00	0.00	0.00		
7000 Personnel						
700 Wages, Chief Full Time	35,092.38	93,393.00	-58,300.62	58,300.62	37.57 %	62.43 %
700.5 Full Time Employee Wages	173,374.65	726,471.00	-553,096.35	553,096.35	23.87 %	76.13 %
700.7 Full Time Overtime Wages	10,084.58	25,000.00	-14,915.42	14,915.42	40.34 %	59.66 %
700.8 FULL TIME VACATION PAY OUT		0.00	0.00	0.00		
700.9 Full Time Administrative Position	12,476.02	65,000.00	-52,523.98	52,523.98	19.19 %	80.81 %
704 Officer Wages	4,199.93	15,800.00	-11,600.07	11,600.07	26.58 %	73.42 %
705 Instructor Wages	0.00	3,000.00	-3,000.00	3,000.00	0.00 %	100.00 %
707 Special Event Pay	7,152.88	14,000.00	-6,847.12	6,847.12	51.09 %	48.91 %
708 Duty Shift Medic	41,194.60	142,464.00	-101,269.40	101,269.40	28.92 %	71.08 %
708.5 Duty Shift Basic	47,808.87	193,600.00	-145,791.13	145,791.13	24.69 %	75.31 %
709 Part Time Overtime Pay	4,731.91	12,000.00	-7,268.09	7,268.09	39.43 %	60.57 %
710 Work Detail Pay	640.71	2,000.00	-1,359.29	1,359.29	32.04 %	67.96 %
711 Training Wages	11,500.25	26,000.00	-14,499.75	14,499.75	44.23 %	55.77 %
712 Incident run pay/POC Fire Wages	10,607.10	55,000.00	-44,392.90	44,392.90	19.29 %	80.71 %
714 Social Sec/FICA	27,510.77	105,090.19	-77,579.42	77,579.42	26.18 %	73.82 %
715 Medical Exp/Employees		1,500.00	-1,500.00	1,500.00		100.00 %
716 Healthcare Insurance/Full Time	45,498.52	191,400.00	-145,901.48	145,901.48	23.77 %	76.23 %
716.2 Health Care Stipend		4,000.00	-4,000.00	4,000.00		100.00 %
716.5 Health Care Savings Contrib	5,293.48	18,597.28	-13,303.80	13,303.80	28.46 %	71.54 %
717 401 Contribution - FT Emp	34,407.70	119,842.32	-85,434.62	85,434.62	28.71 %	71.29 %
717.2 401K CONTRIBUTIONS - POC EE	3,286.63	18,500.00	-15,213.37	15,213.37	17.77 %	82.23 %
717.4 401 Retirement - Forfeitures	-3,747.52		-3,747.52	3,747.52		
719 Life/Disability Insurance FT	3,124.00	10,200.00	-7,076.00	7,076.00	30.63 %	69.37 %
Total 7000 Personnel	474,237.46	1,842,857.79	-1,368,620.33	1,368,620.33	25.73 %	74.27 %
7200 Supplies		0.00	0.00	0.00		
722 Operating Supplies	3,758.82	10,000.00	-6,241.18	6,241.18	37.59 %	62.41 %
723 Fire Prevention	2,395.25	2,500.00	-104.75	104.75	95.81 %	4.19 %

North Oakland County Fire Authority

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

July 2024 - June 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
724 Uniforms	6,580.40	15,000.00	-8,419.60	8,419.60	43.87 %	56.13 %
726 Medical Supplies	9,292.18	16,000.00	-6,707.82	6,707.82	58.08 %	41.92 %
Total 7200 Supplies	22,026.65	43,500.00	-21,473.35	21,473.35	50.64 %	49.36 %
7500 SAFER GRANT EXPENDITURES						
751 Instructor Wages		1,500.00	-1,500.00	1,500.00		-100.00 %
753 Training Costs		4,000.00	-4,000.00	4,000.00		100.00 %
754 Employee Physicals		1,500.00	-1,500.00	1,500.00		100.00 %
755 Health Insurance		0.00	0.00	0.00		
757 Fringe Benefits		78,000.00	-78,000.00	78,000.00		100.00 %
758 Life/Disability FT Employees		0.00	0.00	0.00		
759 Education	360.00		360.00	-360.00		
760 Marketing		1,000.00	-1,000.00	1,000.00		100.00 %
761 Equipment Purchases		6,000.00	-6,000.00	6,000.00		100.00 %
765 Lost Wages Reimbursement		8,000.00	-8,000.00	8,000.00		100.00 %
Total 7500 SAFER GRANT EXPENDITURES	360.00	100,000.00	-99,640.00	99,640.00	0.36 %	99.64 %
8000 Contracted Services						
800 Dispatching	11,906.25	47,600.00	-35,693.75	35,693.75	25.01 %	74.99 %
802 Auditing		7,700.00	-7,700.00	7,700.00		100.00 %
804 Legal	4,333.00	9,000.00	-4,667.00	4,667.00	48.14 %	51.86 %
806 Medical Cost Recovery- Billing	2,828.42	24,000.00	-21,171.58	21,171.58	11.79 %	88.21 %
807 Fire Cost Recovery Billing		1,000.00	-1,000.00	1,000.00		100.00 %
810 Non Employee Instructor Wages	4,400.00	8,000.00	-3,600.00	3,600.00	55.00 %	45.00 %
812 Employee Education	3,450.56	12,000.00	-8,549.44	8,549.44	28.75 %	71.25 %
814 Dues, Fees, Subscriptions	17,782.29	22,000.00	-4,217.71	4,217.71	80.83 %	19.17 %
815 Payroll Services	1,370.02	5,000.00	-3,629.98	3,629.98	27.40 %	72.60 %
816 Administrative Services	1,875.00	9,000.00	-7,125.00	7,125.00	20.83 %	79.17 %
820 Construction/Labor Services		5,000.00	-5,000.00	5,000.00		100.00 %
Total 8000 Contracted Services	47,945.54	150,300.00	-102,354.46	102,354.46	31.90 %	68.10 %
8500 Operating Expenses						
850 Communications	1,160.45	5,000.00	-3,839.55	3,839.55	23.21 %	76.79 %
851 IT Operational Expenses	27,788.91	30,000.00	-2,211.09	2,211.09	92.63 %	7.37 %
852 Fuel	4,654.15	25,000.00	-20,345.85	20,345.85	18.62 %	81.38 %
854 Printing and Publishing		300.00	-300.00	300.00		100.00 %
855 Training Supplies / Equipment	1,635.00	4,000.00	-2,365.00	2,365.00	40.88 %	59.13 %
858 Utilities	10,630.40	48,000.00	-37,369.60	37,369.60	22.15 %	77.85 %
859 Equipment Lease	809.56	5,500.00	-4,690.44	4,690.44	14.72 %	85.28 %
860 Bldg & Grnds Repair/Maint.	3,379.04	20,000.00	-16,620.96	16,620.96	16.90 %	83.10 %
862 Equip Maintenance	12,859.95	16,000.00	-3,140.05	3,140.05	80.37 %	19.63 %
866 Vehicle Maintenance	3,960.08	48,000.00	-44,039.92	44,039.92	8.25 %	91.75 %
867 Debt Write-Off-Medical	35,205.83	150,000.00	-114,794.17	114,794.17	23.47 %	76.53 %
867.5 QAAP Medicaid Tax	405.87	2,000.00	-1,594.13	1,594.13	20.29 %	79.71 %
868 Debt Write-Off-Fire	1,004.00	2,000.00	-996.00	996.00	50.20 %	49.80 %
869 Debt Write Off/ Other		0.00	0.00	0.00		
Total 8500 Operating Expenses	103,493.24	355,800.00	-252,306.76	252,306.76	29.09 %	70.91 %
9500 Debt Service						
950 Debt Service	52,987.37	50,792.21	2,195.16	-2,195.16	104.32 %	-4.32 %
952 Interest on Debt	876.55	1,000.00	-123.45	123.45	87.66 %	12.35 %
Total 9500 Debt Service	53,863.92	51,792.21	2,071.71	-2,071.71	104.00 %	-4.00 %
9700 Purchases						
970 Capital Purchases +5,000	16,400.00	20,000.00	-3,600.00	3,600.00	82.00 %	18.00 %
972 Equipment Purchases -5,000	13,931.26	10,000.00	3,931.26	-3,931.26	139.31 %	-39.31 %
973 Grant Expenses	33,950.00	50,000.00	-16,050.00	16,050.00	67.90 %	32.10 %

North Oakland County Fire Authority

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

July 2024 - June 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
974 Grant Match		2,000.00	-2,000.00	2,000.00		100.00 %
999 Capital replacement transfers		100,000.00	-100,000.00	100,000.00		100.00 %
Total 9700 Purchases	64,281.26	182,000.00	-117,718.74	117,718.74	35.32 %	64.68 %
Total Expenses	\$826,369.07	\$2,845,750.00	\$ -2,019,380.93	\$2,019,380.93	29.04 %	70.96 %
NET OPERATING INCOME	\$454,418.39	\$0.00	\$454,418.39	\$ -454,418.39	0.00%	0.00%
NET INCOME	\$454,418.39	\$0.00	\$454,418.39	\$ -454,418.39	0.00%	0.00%

North Oakland County Fire Authority

Bill Payment List

September 25 - October 22, 2024

DATE	NUM	VENDOR	AMOUNT
1000 Cash-Checking			
10/01/2024	12232	GALLS, LLC	-121.74
10/01/2024	12233	Teresa Robinson	-4,400.00
10/01/2024	12234	EMERGENCY VEHICLES PLUS	-199.82
10/01/2024	12235	BOUND TREE MEDICAL	-741.04
10/01/2024	12236	OAKLAND COMMUNITY COLLEGE	-100.00
10/04/2024	12237	KERTON LUMBER CO	-21.25
10/04/2024	12238	OAKLAND COUNTY TREASURERS - DISPATCHING	-3,968.75
10/04/2024	12239	OAKLAND COUNTY MUTUAL AID ASSOC	-3,300.00
10/09/2024	12240	SMITH, C. DOUGLAS	-550.03
10/09/2024	12241	COMCAST (Station 1 TV)	-31.86
10/09/2024	12242	HOLLY AUTOMOTIVE SUPPLY	-4.08
10/09/2024	12243	NYE UNIFORM	-402.90
10/09/2024	12244	ALLIED FIRE SALES & SERVICE LLC	-33,950.00
10/09/2024	12245	GENESYS EMS EDUCATION	-1,635.00
10/09/2024	12246	LION	-146.75
10/09/2024	12247	SAXON INCORPORATED	-102.47
Total for 1000 Cash-Checking			\$-49,675.69

North Oakland County Fire Authority

Payroll Cost

September 30 - October 13, 2024

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Expenses	
7000 Personnel	
700 Wages, Chief Full Time	6,923.08
700.5 Full Time Employee Wages	50,050.78
700.7 Full Time Overtime Wages	6,453.04
704 Officer Wages	1,199.98
705 Instructor Wages	0.00
707 Special Event Pay	5,119.16
708 Duty Shift Medic	10,716.91
708.5 Duty Shift Basic	12,331.00
709 Part Time Overtime Pay	450.00
710 Work Detail Pay	459.00
711 Training Wages	5,578.10
712 Incident run pay/POC Fire Wages	2,174.67
716 Healthcare Insurance/Full Time	5,790.46
716.5 Health Care Savings Contrib	1,546.70
717 401 Contribution - FT Emp	10,053.52
717.2 401K CONTRIBUTIONS - POC EE	1,071.77
Total 7000 Personnel	119,918.17
Total Expenses	\$119,918.17
NET OPERATING INCOME	\$ -119,918.17
NET INCOME	\$ -119,918.17



Board of Directors
George A. Kullis, Chair
Karin S. Winchester, Vice Chair
Debbie Miller, Secretary
Dianne Scheib-Snyder
Brad Stilwell

October 22, 2024

Matthew J. Weil
819 Holly Bush Dr.
Holly, MI 48442

Re: Offer of Employment Fire Chief

Dear Matt:

NOCFA is pleased to extend this offer of employment as Fire Chief. This letter sets forth the terms of the offer. This offer is based on a start date of October 23, 2024 immediately upon your acceptance.

You will be employed as the NOCFA Fire Chief, an "At Will" position and an "Exempt" position as defined in the Fair Labor Standards Act, reporting directly to the NOCFA Board. The annual starting salary is \$90,000 for FY 2024. Annual increase shall be negotiated in 3-year increments beginning July 1, 2025.

Per the job description, the position includes medical and dental benefits, Life Insurance, MERS 401(a) Defined Contribution retirement plan, 457(b) Supplemental Retirement Program, HCS Program and PTO/vacation and sick time. Please refer to the NOCFA Employee Handbook for more details on PTO accrual, Holidays, sick leave, and other benefits, Severance pay shall be 1 week for each year of service beginning October 1, 1994. No severance pay in instances of a voluntary quit, disability, discharge for malfeasance/misfeasance or conviction of a court misdemeanor or felony.

A job description and requirements for the position are attached hereto. NOCFA is an at-will employer. In the event a dispute should arise, this letter, including its validity, interpretation, construction and performance, shall be governed by the laws of the State of Michigan. Jurisdiction for resolution of any disputes shall solely be Michigan.

Upon your acceptance, this letter, in conjunction with NOCFA's Employee Manual and other employment documents, will contain the entire agreement and understanding between you and

North Oakland County Fire Authority Incident Run Data

September-24

Total Incidents	111
------------------------	------------

Incident Summary	
Structure Fires	1
Vehicle Fires	0
Brush / Outdoor Fires	0
EMS Medicals	79
Vehicle Accidents w/ Injuries	8
Vehicle Accidents w/ No Injuries	7
Hazardous Cond.	4
Service Call	6
Good Intent	3
False Calls	2
Severe Weather	0
Other	1
Total Calls	111

Out of District Runs	
MUTUAL AID MEDICAL	4
MUTUAL AID FIRE	2
MISC	0
Total	6

Total EMS Related Calls	87
Total NOCFA Transports	52
Patient Sign Offs / No Transport	35

	minutes	# of priority calls
Avg. Response Time To Priority Calls	7.6	33

TOTAL RUNS IN FIRE DISTRICT	105
TOTAL OUT OF DISTRICT RUNS	6

Total Runs **111**

Total Employees	37
Full Time	12
Part time / Paid on Call	25

Paramedic's	14
EMT's	20
MFR's	3

Employees out on leave	0
------------------------	---

Employees Voluntary / Involuntary terminated last month	0
Employees Hired last month	0

Rose Twp.	50
Holly Twp.	48
I-75	7

Chief's Report for October 22, 2024
Submitted by Chief Weil

- The replacement SRU/Med duty Rescue: This is in the home stretch. The final details are being completed. We are waiting on a few things, As of yet we have not seen the proof for the graphics. The Department has decided to name this Truck "Squad 1". The Truck Did not get displayed at the Fireman's Memorial.
- We have had a few noteworthy apparatus issues this month that required repair:
 - TAC 1 continues to have issues, this time the Fuel tank rusting from the inside out, this has caused the fuel filter to plug with debris, a new fuel tank is being installed and associated repairs are being completed. ~\$1500.00
 - Rescue 4 went out for a brake inspection. No Problem Found
 - Utility needs exhaust work, this is the 3rd time the resonator has rusted out.
 - E3 needs rear brakes- this will be completed during the annual service
 - All apparatus will receive their annual inspection and service this month, this includes pump testing. This is typically a \$15,000.00 + expense excluding needed repairs that will be performed while they are on site. CSI performs this service for us.
- The I75 Project is starting to wrap up. Expectations are the two remaining emergency pull offs are completed prior to and while the project wraps up. Projections are Mid November for completion. Then we will repeat, however, with the traffic shift to the Northbound lanes in the spring. Those planning talks are already starting and we are expecting a lesson learned meeting with MDOT and our other Public Safety Partners after this phase of the project wraps up. This will allow these lessons to be implemented next year.
- Open Shifts- for the Month of September There were 76.5 hours uncovered out of 2880 for the month of September (4 shifts per day * 24hrs per shift *30 days), which is 2% of the total.
- I am pleased to announce that FF/EMT Tecla Denton has completed the requirements to start as our new full time person, her start date is November 1st. As a reminder, she was hired under the L.O.U. (Letter of Understanding) Between the Authority and the Union. She is required to attend, pass and license as a paramedic within the specified amount of time, this is a requirement of her continued employment. Capt. Finkbeiner is locating a paramedic class for her to enroll in; that class will most likely begin after the first of the year.
- The following Projects are starting around the stations:
 - Roof Project at station 3- weather (rain) has already postponed the start
 - Access Control at both stations
 - Training room equipment install and carpet

- There are ongoing collaborative planning meetings with Groveland and Springfield to discuss the new B.E.S.S. facility and proposed ordinance. This facility impacts our communities collectively.
- As reported last month, LT. Blaska and FF/EMT M. Seal completed the class and were waiting on written test results for the Fire Instructor I class. I am pleased and proud to report that both of their hard work paid off and they successfully passed their written tests. They still have some student/mentored teaching hours to complete, 12 hours, then they can receive the official Certification of Certified Fire Instructor I from the Bureau of Fire Services.
- Captain Dunbar passed and received his EMS Instructor License, Paramedic level. This license is reciprocal with the Bureau of Fire Services and grants him a Certified Fire Instructor certificate as well.
- Deputy Chief Smith, Captain Finkbeiner and I attended the Fire Inspectors Conference at the beginning of October in Mount Pleasant. There were many noteworthy topics covered. Our Certification (Capt. Finkbeiner and mine) from the state expire at the end of the year, we attend these conferences to maintain our continuing education requirements not only for the state, but also for NFPA, which we all hold NFPA certifications.
- FF/Medic W. Spade is enrolled in the Certified Fire Inspector I class. This will begin in Mid November. This is part of the department's succession planning process to have another team member licensed and certified as a Fire Inspector.
- Our auditors will be on site the 21st and 22nd to perform our financial audit for FY (Physical Year) 2023-2024.
- Based on feedback from the board, I am researching purchasing guidelines, policies and procedures. So far I have information from the MML Handbook for municipal officials 2024, our auditors were working on some information as well. I would like access to the MTA from one of the townships to gather more information. Lastly, It would also be helpful if each township would forward their internal policies to me, this may be the most practical and effective approach.
- Budget review for the first quarter of the year is favorable.
- As a point of conversation an EMAC request (Emergency Management Assistance Compact)- this is a Mutual Aid request from state to state- was received from North Carolina by the State of Michigan (MSP Emergency Management Homeland Security

Division) for 4 COMLs (COmmunication Unit Leader) to deploy for disaster assistance, I am on the very short list of state recognized COMLs that were asked to deploy. The request was rescinded prior to deployment. However, we need to prepare on how to handle requests like this for me and the specialized skill set I possess. There are other department team members that may also deploy to these types of requests as part of special teams, those approvals are handled internally by department administration.

- The Gear Grant from the State of Michigan, Labor and Economic Opportunity, is in process, the Gear has been invoiced, so now we wait.. This is a grant that was secured by the IAFF/MPFFU for every full time (operational) Firefighter to receive a set of turnout gear. Chief officers (me) are omitted from this grant. We have 9 sets ordered.

- Our annual open house was October 13th at Station 3. Thank you to the Board members that attended, your support is greatly appreciated. Lt. Blaska will provide a more detailed report.

- Deputy Chief Smith will report on the wrap up of the Michigan Renaissance Festival.
Just a few statistics:
 - There were 352.5 hours billed for "fire watch"
 - There were 200 inspections performed
 - We billed a total of \$29,979.86 for services performed
 - A follow up meeting is scheduled for the end of this month with MRF staff

- Assistant Chief Seal will report on Training and Miscellaneous Operations

- Captain Finkbeiner will report on EMS operations

- Captain Dunbar will report on Union updates