



**NORTH OAKLAND COUNTY FIRE AUTHORITY**  
**Board of Directors Proposed Agenda For**  
**Monday December 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 10/16/2023 (11/20/2023 meeting canceled)
  - b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date.

Checking Account as of: 11/30/2023	\$47,745.31
Statement Savings Account as of: 11/30/2023	\$52,770.12
Capital / Equipment Replacement Account as of: 11/30/2023	\$341,618.22
Bills For Payment Total: 10/17/2023 through 12/18/2023	\$187,095.22
Cost of Payroll: 10/16, 10/30, 11/3, 11/13, 11/27, 12/11	\$329,314.18
Accounts Receivable: – MEDICAL as of: 11/30/2023	\$92,400.38
Accounts Receivable: – FIRE as of: 11/30/2023	\$4,800.00
Aging Accounts Turned Over to Collections Allowance as of: 11/30/2023	\$41,556.78

- 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**
  - a) Charlie Hainstock from Pfeffer, Hanniford & Palka present FY2023 audit
  - b) Representative from Ascension Genesys Hospital to discuss EMS incident
- 7. **UNFINISHED BUSINESS**
  - a) Articles of Incorporation Revisions / Creating Board Policies
- 8. **NEW BUSINESS**
  - a) Acceptance of FY2023 Audit
  - b) ISO audit results
  - c) Union grievance settlement
  - d) Chiefs' annual performance review submittal
- 9. **REPORTS** – Including Monthly Incident Data for: **October & November 2023**
  - Chiefs Report     Firefighters Assoc.     Holly Twp.     Rose Twp.     Citizen at Large
- 10. **PUBLIC COMMENT - General**
- 11. **ADJOURNMENT** Next meeting will be Monday January 22, 2023, at 6:30pm (4<sup>th</sup> Monday due to Holiday) NOCFA Station 1. 5051 Grange Hall Rd. Holly, MI 48442

# North Oakland County Fire Authority

## Regular Minutes of October 16, 2023

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### 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 6:35 p.m. at Rose Township Offices, 9080 Mason St., Holly, MI 48442

**Members Present:**

Kullis  
Miller  
Scheib-Snider  
Winchester  
Stilwell  
Chief Lintz

**Members Absent:** None

### 3. AGENDA APPROVAL:

Chief Lintz asked to add an item under New Business: Chamber of Commerce Membership.

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

### 4. CONSENT AGENDA:

- a. Approval of meeting minutes from 9/18/2023
- b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of: 9/30/23	\$8,298.54
Statement Savings Account as of: 9/30/2023	\$352,644.85
Capital/Equipment Replacement Account as of: 9/30/2023	\$414,199.09
Bills for Payment Total: 9/19/2023 through 10/16/2023	\$45,238.94
Cost of Payroll: 9/18/2023 & 10/2/2023	\$102,307.10
Accounts Receivable – MEDICAL as of: 9/30/2023	\$76,705.97
Accounts Receivable – FIRE as of: 9/30/2023	\$3,879.00
Aging Accounts Turned Over to Collections as of: 9/30/2023	\$43,250.06

**Motion by Stilwell to accept the consent agenda as presented. Supported by Winchester. The motion was carried by a 5/0 roll call vote.**

**5. PUBLIC COMMENT – ON AGENDA ITEMS ONLY:**

Julius Stern, 14445 Munger Rd., addressed the board

**6. PRESENTATIONS – None**

**7. UNFINISHED BUSINESS:**

- a) Articles of Incorporation Revisions/Creating Board Policies – Atty. Rita Lauer

Atty. Lauer stated that she did not bring a final draft for discussion tonight since she was confused about whether to consider comments from the Rose Twp. attorney which are out of sync with the procedure. The NOCFA board should first approve a final draft and then present it to both township boards for review. At that time, the township attorneys can review the document, and the townships can propose edits or approve the entire document.

**Motion by Kullis for Atty. Lauer to use the existing document to-date, consider the attorney comments, and present a final draft at the November meeting. Supported by Winchester. The motion was carried by a 5/0 roll call vote.**

**8. NEW BUSINESS:**

- a) Chamber of Commerce membership

The annual cost of membership is \$165. New members receive 6 months free.

**Motion by Scheib-Snider to approve a NOCFA membership in the Holly Area Chamber of Commerce. Supported by Miller. The motion was carried by a 5/0 roll call vote.**

**9. REPORTS – including monthly incident data for September 2023**

- Chief's Report

- 80 calls in September; EMS calls = 60; Transports = 35, Patient sign offs/no transport = 25. Average response time of 7.6 minutes.
- NOCFA has received a State of Michigan grant for \$20k which will be split between stations for miscellaneous items such as gear, coats, flood lights, and various items. Items must be purchased by the end of this calendar year.
- Lt. Blaska reported that the Open House on Oct. 15 at Station 1 was very successful with a variety of family activities and approximately 150 attending.
- Deputy Chief Smith reported that the Renaissance Festival is now closed, and the fire authority has received payment for their services during the festival.
- Chief Lintz stated that inaccurate information has been circulating about parking fees. Holly Township did not require them. The fees were collected by festival organizers to provide parking attendants on site.

- Firefighter's Association – no report
- Holly Twp – Supervisor Kullis
  - Commended the fire authority for a well-organized, informative, and engaging open house. He stated that the fire authority is a “family”. Everyone was there, and the camaraderie was evident.
  - He commented briefly on the nature of the recent lockdown at the Township offices and clarified that they had received a credible written threat which did not involve the premises. They chose to take precautions to assure the safety of personnel.
  - The Township will draft a resolution regarding their opposition to the proposed Michigan PEG legislation which would limit a township's ability to control cable fees collected in their township.
  - This year is the 50<sup>th</sup> anniversary of the Dickens Festival and special activities are being planned.
- Rose Twp
  - Supervisor Scheib-Snyder had no report
  - Clerk Miller reported that there is a November 7 election for Fenton Schools. The township will not be required to conduct 9 days of early voting. In-person voting will be at Precinct 1.
- Citizen at large – Stillwell
  - Asked for clarification regarding the draft Articles of Incorporation Revision/Board Policies – the NOCFA board cannot act alone in their adoption of a new document. The NOCFA draft document must be presented to both townships for their input and final approval.
  - He commended the fire authority for the open house on October 15.

## **10. PUBLIC COMMENT – General**

Scott Blaska, 6918 Fish Lake Rd, commented on the Open House

**11. ADJOURNMENT:** Chairperson Kullis adjourned the meeting at 7:43 pm.

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Diane Hill, Recording Secretary

# North Oakland County Fire Authority REVENUE & EXPENSE REPORT

JULY 01, 2023 THROUGH DECEMBER 18, 2023

Accrual Basis

	Jul 1 - Dec 18, 23	Budget	\$ Over Budget	% of Budget
<b>Income</b>	0.00	0.00	0.00	0.0%
4035 - MISC REVENUE				
4050 - Revenues				
401 - Holly Township Contribution	1,056,000.00	1,056,000.00	0.00	100.0%
402 - Rose Township Contribution	1,056,000.00	1,056,000.00	0.00	100.0%
403 - Training/Education revenues	36,525.00	30,000.00	6,525.00	121.8%
404 - Fire Cost Recovery	1,925.00	8,000.00	(6,075.00)	24.1%
405 - Grant Receipts	3,441.47	173,000.00	(169,558.53)	2.0%
405.5 - SAFER Grant Receipts	13,067.05	100,000.00	(86,932.95)	13.1%
406 - Medical Cost Recovery	192,203.97	410,000.00	(217,796.03)	46.9%
410 - Sales-Small Items	15,920.15	18,000.00	(2,079.85)	88.4%
412 - Sales-Capital Items	0.00	0.00	0.00	0.0%
413 - Review and Inspection Services	14,375.00	10,000.00	4,375.00	143.8%
414 - Interest Earned	603.01	500.00	103.01	120.6%
416 - Donations	1,059.10	0.00	1,059.10	100.0%
418 - Vehicle Use Payments	0.00	0.00	0.00	0.0%
420 - Transfers	75,000.00	0.00	75,000.00	100.0%
490 - Loan Proceeds-State Bank	0.00	0.00	0.00	0.0%
499 - Uncategorized Income	0.00	0.00	0.00	0.0%
4050 - Revenues - Other	0.00	0.00	0.00	0.0%
<b>Total 4050 - Revenues</b>	<b>2,466,119.75</b>	<b>2,861,500.00</b>	<b>(395,380.25)</b>	<b>86.2%</b>
<b>Total Income</b>	<b>2,466,119.75</b>	<b>2,861,500.00</b>	<b>(395,380.25)</b>	<b>86.2%</b>
<b>Cost of Goods Sold</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
5000 - Cost of Goods Sold				
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>2,466,119.75</b>	<b>2,861,500.00</b>	<b>(395,380.25)</b>	<b>86.2%</b>
<b>Expense</b>				
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%
6000 - Risk Management Insurance - Other	0.00	0.00	0.00	0.0%
<b>Total 6000 - Risk Management Insurance</b>	<b>61,776.00</b>	<b>111,000.00</b>	<b>(49,224.00)</b>	<b>55.7%</b>
7000 - Personnel				
700 - Wages, Chief Full Time	43,104.48	93,393.00	(50,288.52)	46.2%
700.5 - Full Time Employee Wages	277,307.59	589,500.00	(312,192.41)	47.0%
700.7 - Full Time Overtime Wages	13,451.27	15,000.00	(1,548.73)	89.7%
700.9 - COVID19 Wages	0.00	0.00	0.00	0.0%
704 - Officer Wages	7,199.88	15,800.00	(8,600.12)	45.6%
705 - Instructor Wages	2,360.00	5,000.00	(2,640.00)	47.2%
706 - Recording Secretary	0.00	0.00	0.00	0.0%
707 - Special Event Pay	13,673.78	13,000.00	673.78	105.2%

# North Oakland County Fire Authority REVENUE & EXPENSE REPORT

JULY 01, 2023 THROUGH DECEMBER 18, 2023

Accrual Basis

	Jul 1 - Dec 18, 23	Budget	\$ Over Budget	% of Budget
708 · Duty Shift Medic	62,529.00	177,660.00	(115,131.00)	35.2%
708.5 · Duty Shift Basic	105,688.80	280,876.00	(175,187.20)	37.6%
709 · Part Time Overtime Pay	5,166.00	15,000.00	(9,834.00)	34.4%
710 · Work Detail Pay	606.75	2,000.00	(1,393.25)	30.3%
711 · Training Wages	8,273.20	28,000.00	(19,726.80)	29.5%
712 · Incident run pay/POC Fire Wages	16,357.66	60,000.00	(43,642.34)	27.3%
713 · Court Appearance Wages	0.00	0.00	0.00	0.0%
714 · Social Sec/FICA	48,202.57	90,666.03	(42,463.46)	53.2%
715 · Medical Exp/Employees	90.00	1,500.00	(1,410.00)	6.0%
716 · Healthcare Insurance/Full Time	65,000.56	144,000.00	(78,999.44)	45.1%
716.2 · Health Care Stipend	4,000.00	2,500.00	1,500.00	160.0%
716.5 · Health Care Savings Contrib	7,359.85	14,357.86	(6,998.01)	51.3%
717 · 401 Contribution - FT Emp	46,583.26	93,326.09	(46,742.83)	49.9%
717.2 · 401K CONTRIBUTIONS - POC EE	12,073.17	20,000.00	(7,926.83)	60.4%
718 · Life/Disability Insurance/POC	0.00	0.00	0.00	0.0%
719 · Life/Disability Insurance FT	3,707.03	7,300.00	(3,592.97)	50.8%
7000 · Personnel - Other	0.00	0.00	0.00	0.0%
<b>Total 7000 · Personnel</b>	<b>742,734.85</b>	<b>1,668,878.98</b>	<b>(926,144.13)</b>	<b>44.5%</b>
<b>7200 · Supplies</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
720 · Supplies/Non Operating	2,568.64	10,000.00	(7,431.36)	25.7%
722 · Operating Supplies	1,875.00	2,500.00	(625.00)	75.0%
723 · Fire Prevention	4,790.34	14,000.00	(9,209.66)	34.2%
724 · Uniforms	8,934.36	15,000.00	(6,065.64)	59.6%
726 · Medical Supplies	0.00	0.00	0.00	0.0%
7200 · Supplies - Other	0.00	0.00	0.00	0.0%
<b>Total 7200 · Supplies</b>	<b>18,168.34</b>	<b>41,500.00</b>	<b>(23,331.66)</b>	<b>43.8%</b>
<b>7500 · SAFER GRANT EXPENDITURES</b>	<b>0.00</b>	<b>1,500.00</b>	<b>(1,500.00)</b>	<b>0.0%</b>
751 · Instructor Wages	0.00	0.00	0.00	0.0%
752 · Workers Comp Ins/SS	0.00	4,000.00	(4,000.00)	89.0%
753 · Training Costs	3,560.00	1,500.00	1,500.00	0.0%
754 · Employee Physicals	0.00	0.00	0.00	0.0%
755 · Health Insurance	0.00	0.00	0.00	0.0%
756 · 401 Contributions SAFER FT Emp	67,000.00	78,000.00	(11,000.00)	85.9%
757 · Fringe Benefits	0.00	0.00	0.00	0.0%
758 · Life/Disability FT Employees	0.00	0.00	0.00	0.0%
759 · Education	0.00	1,000.00	(1,000.00)	0.0%
760 · Marketing	3,056.75	6,000.00	(2,943.25)	50.9%
761 · Equipment Purchases	0.00	0.00	0.00	0.0%
763 · Travel Expense	3,400.00	8,000.00	(4,600.00)	42.5%
765 · Lost Wages Reimbursement	0.00	0.00	0.00	0.0%
7500 · SAFER GRANT EXPENDITURES - Other	0.00	0.00	0.00	0.0%
<b>Total 7500 · SAFER GRANT EXPENDITURES</b>	<b>77,016.75</b>	<b>100,000.00</b>	<b>(22,983.25)</b>	<b>77.0%</b>
<b>8000 · Contracted Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

# North Oakland County Fire Authority REVENUE & EXPENSE REPORT

JULY 01, 2023 THROUGH DECEMBER 18, 2023

Accrual Basis

	Jul 1 - Dec 18, 23	Budget	\$ Over Budget	% of Budget
800 · Dispatching	15,482.50	38,500.00	(23,017.50)	40.2%
802 · Auditing	7,530.00	7,200.00	330.00	104.6%
804 · Legal	5,455.72	10,000.00	(4,544.28)	54.6%
806 · Medical Cost Recovery- Billing	10,591.85	19,000.00	(8,408.15)	55.7%
807 · Fire Cost Recovery Billing	0.00	1,000.00	(1,000.00)	0.0%
810 · Non Employee Instructor Wages	22,479.40	15,000.00	7,479.40	149.9%
812 · Employee Education	4,594.84	10,000.00	(5,405.16)	45.9%
814 · Dues, Fees, Subscriptions	14,938.29	22,000.00	(7,061.71)	67.9%
815 · Payroll Services	2,201.67	5,500.00	(3,298.33)	40.0%
816 · Administrative Services	4,075.00	8,700.00	(4,625.00)	46.8%
820 · Construction/Labor Services	22,511.00	3,000.00	19,511.00	750.4%
828 · Website Services	0.00	0.00	0.00	0.0%
8000 · Contracted Services - Other	0.00	0.00	0.00	0.0%
<b>Total 8000 · Contracted Services</b>	<b>109,860.27</b>	<b>139,900.00</b>	<b>(30,039.73)</b>	<b>78.5%</b>
8500 · Operating Expenses	11,317.21	6,000.00	5,317.21	188.6%
851 · Communications	34,599.40	30,000.00	4,599.40	115.3%
852 · IT Operational Expenses	8,262.32	30,000.00	(21,737.68)	27.5%
852 · Fuel	336.60	300.00	36.60	112.2%
854 · Printing and Publishing	6,446.18	5,000.00	1,446.18	128.9%
855 · Training Supplies / Equipment	18,181.00	48,000.00	(29,819.00)	37.9%
858 · Utilities	1,899.97	5,000.00	(3,100.03)	38.0%
859 · Equipment Lease	9,940.98	22,000.00	(12,059.02)	45.2%
860 · Bldg & Grnds Repair/Maint.	10,690.55	20,000.00	(9,309.45)	53.5%
862 · Equip Maintenance	24,967.90	45,000.00	(20,032.10)	55.5%
866 · Vehicle Maintenance	80,206.14	130,000.00	(49,793.86)	61.7%
867.5 · QAAP Medicaid Tax	826.67	2,000.00	(1,173.33)	41.3%
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%
8500 · Operating Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 8500 · Operating Expenses</b>	<b>207,674.92</b>	<b>344,800.00</b>	<b>(137,125.08)</b>	<b>60.2%</b>
9500 · 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%
9500 · Debt Service - Other	0.00	0.00	0.00	0.0%
<b>Total 9500 · Debt Service</b>	<b>82,892.34</b>	<b>163,721.02</b>	<b>(80,828.68)</b>	<b>50.6%</b>
9700 · Purchases	15,287.00	20,000.00	(4,713.00)	76.4%
970 · Capital Purchases +5,000	0.00	0.00	0.00	0.0%
971 · Capital Improvement/Fire Hall	3,516.56	10,000.00	(6,483.44)	35.2%
972 · Equipment Purchases -5,000	30,770.72	173,000.00	(142,229.28)	17.8%
973 · Grant Expenses	0.00	87,000.00	(87,000.00)	0.0%
974 · Grant Match	0.00	0.00	0.00	0.0%
975 · COVID19 Supplies/Equipment	0.00	0.00	0.00	0.0%

# North Oakland County Fire Authority REVENUE & EXPENSE REPORT

JULY 01, 2023 THROUGH DECEMBER 18, 2023

Accrual Basis

	Jul 1 - Dec 18, 23	Budget	\$ Over Budget	% of Budget
999 - Capital replacement transfers	70,000.00	80,000.00	(10,000.00)	87.5%
9700 - Purchases - Other	0.00	0.00	0.00	0.0%
<b>Total 9700 - Purchases</b>	<b>119,574.28</b>	<b>370,000.00</b>	<b>(250,425.72)</b>	<b>32.3%</b>
<b>Total Expense</b>	<b>1,419,697.75</b>	<b>2,939,800.00</b>	<b>(1,520,102.25)</b>	<b>48.3%</b>
<b>Net Income</b>	<b>1,046,422.00</b>	<b>(78,300.00)</b>	<b>1,124,722.00</b>	<b>(1,336.4)%</b>



3:50 PM

12/12/23

Accrual Basis

**NOCFA Equipment Replacement  
Revenue & Expense Report**  
JULY 1, 2023 THROUGH DECEMBER 18, 2023

	Jul - Nov 23	Budget	\$ Over Budget
<b>Income</b>			
4000 - Transfers from General Fund	70,000.00	80,000.00	-10,000.00
4100 - Interest Income	6,183.61	60.00	6,123.61
<b>Total Income</b>	<u>76,183.61</u>	<u>80,060.00</u>	<u>-3,876.39</u>
<b>Expense</b>			
5000 - Capital Outlay	75,000.00		
6050 - Transfer to Checking Account			
<b>Total 5000 - Capital Outlay</b>	<u>75,000.00</u>		
<b>Total Expense</b>	<u>75,000.00</u>		
<b>Net Income</b>	<u>1,183.61</u>	<u>80,060.00</u>	<u>-78,876.39</u>

North Oakland County Fire Authority  
**CASH BALANCES REPORT**  
 JULY 01, 2023 THROUGH NOVEMBER 30, 2023

3:36 PM  
 12/12/23  
 Accrual Basis

	Jul - Nov 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	47,745.31
1000 - Cash-Checking	52,770.12
1001 - STATEMENT SAVINGS ACCOUNT	
Total Checking/Savings	100,515.43
Total Current Assets	100,515.43
<b>TOTAL ASSETS</b>	<u>100,515.43</u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**NOCFA Equipment Replacement**  
**Cash Balance Report**  
 JULY 1, 2023 THROUGH NOVEMBER 30, 2023

3:48 PM  
 12/12/23  
 Accrual Basis

	Jul - Nov 23
1000 - Cash-Equipment Replacement	341,618.22
<b>TOTAL</b>	<u>341,618.22</u>

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**

OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

3:39 PM

12/12/23

Accrual Basis

Date	Memo	Amount
<b>ACCU-MED</b>		
11/03/2023	BILLING 10/1 - 10/31	1,771.80
12/05/2023	BILLING NOV 23 & ANNUAL LICENSE	2,775.10
Total ACCU-MED		4,546.90
<b>AFLAC</b>		
11/13/2023	PR EE-CONTRIBUTIONS	189.33
12/11/2023	EE-AFLAC CONTRIBUTIONS	189.33
Total AFLAC		378.66
<b>ALEX BUSSIÈRE</b>		
10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	240.00
Total ALEX BUSSIÈRE		240.00
<b>ALLIED FIRE SALES &amp; SERVICE LLC</b>		
12/12/2023	BOOTS & GLOVES	626.19
Total ALLIED FIRE SALES & SERVICE LLC		626.19
<b>AMAZON CAPITAL SERVICES</b>		
11/03/2023	BLDG MAIN - PC MONITORS	1,199.68
12/05/2023		440.90
Total AMAZON CAPITAL SERVICES		1,640.58
<b>AMERICAN TRADE MARK CO.</b>		
10/18/2023	EQUIPMENT MARKERS	225.83
Total AMERICAN TRADE MARK CO.		225.83
<b>AT&amp;T MOBILITY</b>		
10/18/2023	MOBILE 9/7 - 10/6	47.38
11/20/2023	ACCT# 287284692825	47.38
Total AT&T MOBILITY		94.76
<b>BLASKA</b>		
11/28/2023	REPAIR RUST	150.00
Total BLASKA		150.00
<b>BLUE CROSS BLUE SHIELD OF MICHIGAN</b>		

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
11/16/2023	PREM DEC	12,845.15
	Total BLUE CROSS BLUE SHIELD OF MICHIGAN	12,845.15
	<b>BOUND TREE MEDICAL</b>	
10/18/2023	ACCT# 205418 MED SUPPLIES	152.04
10/26/2023	acct# 205418	527.29
11/20/2023	ACCT# 205418 MED SUPPLIES	1,450.27
12/12/2023		822.80
	Total BOUND TREE MEDICAL	2,952.40
	<b>CARDMEMBER SERVICE / 9167</b>	
11/03/2023	CPR VIDEO - HAOLLY CHAMBER	372.80
11/28/2023	HD-15 DRAWER MWC	798.00
	Total CARDMEMBER SERVICE / 9167	1,170.80
	<b>CARDMEMBER SERVICE/4234</b>	
11/28/2023	BCSP & NFPA RENEWALS	355.00
	Total CARDMEMBER SERVICE/4234	355.00
	<b>COMCAST (Station 1 Internet)</b>	
11/08/2023	STA. 1 INTERNET	2,448.35
11/08/2023	sa. 1 internet	248.35
	Total COMCAST (Station 1 Internet)	2,696.70
	<b>COMCAST (Station 1 TV)</b>	
11/07/2023	5051 GRANGE HALL	31.98
12/12/2023	5051 GRANGE HALL STA.1 TV	31.98
	Total COMCAST (Station 1 TV)	63.96
	<b>COMCAST (Station 3 Internet)</b>	
11/16/2023	STA. 3 INTERNET	167.54
	Total COMCAST (Station 3 Internet)	167.54
	<b>COMCAST (Station 3 TV)</b>	
11/03/2023	280 W ROSE CENTER	10.84
11/28/2023	280 W ROSE CENTER RD	10.84

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
Total COMCAST (Station 3 TV)		21.68
<b>COMCAST CABLE (OFF SITE INTERNET)</b>		
10/30/2023	OFF-SITE COMMUNICATIONS	140.00
11/28/2023	COMMUNICATION - OFF/SITE	140.00
Total COMCAST CABLE (OFF SITE INTERNET)		280.00
<b>COMMUNITY DISPOSAL SERVICE, INC</b>		
10/18/2023	FIRE 1 & FIRE 3 DISPOSAL SERVICE	113.30
11/20/2023	DISPOSAL STA. 1 & 3	113.30
12/12/2023	DISPOSAL SERVICE	113.30
Total COMMUNITY DISPOSAL SERVICE, INC		339.90
<b>CONSUMERS ENERGY</b>		
11/03/2023	UTILITIES	1,511.16
11/28/2023		1,428.32
12/05/2023	280 W. ROSE CENTER	481.92
Total CONSUMERS ENERGY		3,421.40
<b>COSTCO WHOLESAL</b>		
10/26/2023	RENEWAL DEC 2023	120.00
Total COSTCO WHOLESAL		120.00
<b>CSI EMERGENCY APPARATUS, LLC</b>		
10/18/2023	TAC 1 REPAIRS	1,356.30
Total CSI EMERGENCY APPARATUS, LLC		1,356.30
<b>DANIEL MILLER</b>		
10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	11,100.00
Total DANIEL MILLER		11,100.00
<b>DAVID REPEL</b>		
11/21/2023	STATION 3 GUTTER REPAIR	600.00
Total DAVID REPEL		600.00
<b>DIANE HILL</b>		
10/18/2023	RECORDING SERVICE	100.00

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
Total DIANE HILL		100.00
<b>DOUGLAS WATER CONDITIONING</b> 12/12/2023	SALT	137.00
Total DOUGLAS WATER CONDITIONING		137.00
<b>DOVER &amp; COMPANY</b> 10/26/2023	STA, 3 DOOR INSTALL - BAL DUE	1,485.50
Total DOVER & COMPANY		1,485.50
<b>DTE ENERGY</b> 10/26/2023 11/20/2023	ROSE TWP FIRE ST ROSE CENTER STATION	532.16 553.94
Total DTE ENERGY		1,086.10
<b>EMERGENCY VEHICLES PLUS</b> 10/18/2023 12/05/2023	RESCUE 4 A/C REPAIRS RESCUE 1 REPAIR	732.24 192.42
Total EMERGENCY VEHICLES PLUS		924.66
<b>GALLS, LLC</b> 11/03/2023 11/20/2023 12/12/2023	ACCT# 3811359 UNIFORMS UNIFORMS	177.73 255.29 172.20
Total GALLS, LLC		605.22
<b>GENESYS EMS EDUCATION</b> 12/05/2023	TUITION - PFAL22 - SPADE	1,186.40
Total GENESYS EMS EDUCATION		1,186.40
<b>GOOGLE LLC</b> 11/02/2023	WORKSPACE	512.89
Total GOOGLE LLC		512.89
<b>GREAT LAKES ACE</b> 11/07/2023 12/12/2023	ACCT# 207443 PAINT -MAINT BLDG MAINT	251.33 36.79

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
Total GREAT LAKES ACE		288.12
<b>GREG DRUKER</b> 10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	240.00
Total GREG DRUKER		240.00
<b>HOLLY AUTOMOTIVE SUPPLY</b> 11/03/2023 12/05/2023	ID-411978 - 413225 VEHICLE MAINT	1,012.81 307.90
Total HOLLY AUTOMOTIVE SUPPLY		1,320.71
<b>J.W. FIELD COMPANIES</b> 10/26/2023	ROSE TWP #3 DRIVEWAY REPAIRS	9,400.00
Total J.W. FIELD COMPANIES		9,400.00
<b>JACOB JONES</b> 10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	160.00
Total JACOB JONES		160.00
<b>JERRY'S TIRES</b> 12/05/2023	RESCUE 4 TIRE REPAIR	55.00
Total JERRY'S TIRES		55.00
<b>JESSICA HEINZ</b> 10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	1,420.00
Total JESSICA HEINZ		1,420.00
<b>KELLER THOMA</b> 10/18/2023 11/20/2023	GENERAL MATTERS GENERAL MATTERS	166.25 1,811.25
Total KELLER THOMA		1,977.50
<b>KERTON LUMBER CO</b> 11/03/2023	TOOLS-MAINT - CAULK	200.99
Total KERTON LUMBER CO		200.99
<b>KRAUS FIRE EQUIPMENT</b>		

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
12/12/2023	FS#1 & FS#2 FIRE EXTING CHECK	155.00
Total KRAUS FIRE EQUIPMENT		155.00
<b>LISA W. TIMMONS, PLLC</b>		
12/05/2023	UNION GREIVANCE - EMPLOYER #23-03	1,200.00
Total LISA W. TIMMONS, PLLC		1,200.00
<b>MACQUEEN EMERGENCY</b>		
10/18/2023	HURST TOOLS ANNUAL INSPECTION	1,135.00
Total MACQUEEN EMERGENCY		1,135.00
<b>MADDIN HAUSER ATTY</b>		
11/07/2023	GENERAL LEGAL MATTERS	245.00
12/12/2023	LEGAL SERVICE	752.50
Total MADDIN HAUSER ATTY		997.50
<b>MAZICH, PAMELA</b>		
10/26/2023	OCTOBER ADM SERVICE	652.00
11/28/2023	ADMIN - NOV	598.00
12/12/2023	ADMIN SERVICE	625.00
Total MAZICH, PAMELA		1,875.00
<b>MERCHANT RETURN</b>		
10/30/2023	HCSP CONTRIBUTIONS	1,250.10
Total MERCHANT RETURN		1,250.10
<b>MERS/ALERUS</b>		
10/30/2023	401K CONTRIBUTIONS & LOAN REPAY	5,370.42
10/30/2023	457 EE-CONTRIBUTIONS	1,058.63
11/03/2023	POC 401K CONTRIBUTIONS	4,810.00
11/03/2023	EE-457 CONTRIBUTIONS	5,570.00
11/13/2023	401K & LOAN REPAY	5,002.14
11/13/2023	EE - 457 CONTRIBUTIONS	1,049.48
11/13/2023		1,111.54
11/27/2023	401K CONTRIBUTIONS & LOAN REPAY	5,087.51
11/27/2023	457-EE CONTRIBUTIONS	1,208.85
11/27/2023	HCSP CONTRIBUTIONS	1,128.68
12/11/2023	401K CONTRIBUTIONS AND LOAN REPAY	6,163.01



North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
 OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

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 Accrual Basis

Date	Memo	Amount
12/11/2023	457 EE-CONTRIBUTIONS	1,569.68
12/11/2023	HCSP CONTRIBUTIONS	1,449.28
12/11/2023	FORFEITURE EMPLOYER MERS 401K	(780.62)
Total MERS/ALERUS		39,798.60
<b>MES</b>		
11/03/2023	REFLECTIVE VEST CUST# C241549	237.75
Total MES		237.75
<b>MICHIGAN STATE FIREMEN'S ASSOCIATION</b>		
11/03/2023	T. SEAL 2024 MEMBERSHIP	75.00
Total MICHIGAN STATE FIREMEN'S ASSOCIATION		75.00
<b>MICHIGAN URBAN SEARCH &amp; RESCUE</b>		
11/03/2023		1,810.00
Total MICHIGAN URBAN SEARCH & RESCUE		1,810.00
<b>MICROSOFT STORE</b>		
10/18/2023	IT EXPENSE	74.19
10/20/2023	IT EXPENSE	211.98
10/23/2023	IT EXPENSE	74.19
10/27/2023	IT EXPENSE	105.99
11/09/2023	CREDIT	(105.99)
Total MICROSOFT STORE		360.36
<b>MID MICHIGAN INVESTIGATIVE SERVICES, INC.</b>		
11/07/2023	ARBITRATION HEARING	615.72
Total MID MICHIGAN INVESTIGATIVE SERVICES, INC.		615.72
<b>MOTOROLA SOLUTIONS, INC</b>		
10/26/2023	FY2022 AFG GRANT - RADIO BATTERIES	2,536.57
Total MOTOROLA SOLUTIONS, INC		2,536.57
<b>NET2PHONE</b>		
10/23/2023	COMMUNICATIONS	231.63
11/20/2023	COMMUNICATIONS	231.63

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
Total NET2PHONE		463.26
<b>NFPA</b> 11/20/2023	I.D.NO. 113789 ANNUAL SUBSCRIPTION	1,552.50
Total NFPA		1,552.50
<b>NICK WEIL</b> 10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	400.00
Total NICK WEIL		400.00
<b>NOAH JACKSON</b> 10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	160.00
Total NOAH JACKSON		160.00
<b>OAKLAND COMMUNITY COLLEGE</b> 12/05/2023	ADV FIRE SEMINAR - SPADE	100.00
Total OAKLAND COMMUNITY COLLEGE		100.00
<b>OAKLAND COUNTY TREASURERS - DISPATCHING</b> 10/26/2023 12/05/2023	DISPATCH CUST: CU001443 CUST ID: CU001443 DISPATCH	3,096.50 3,096.50
Total OAKLAND COUNTY TREASURERS - DISPATCHING		6,193.00
<b>PETER'S TRUE VALUE HARDWARE</b> 10/18/2023	CHAIN SAW	805.46
Total PETER'S TRUE VALUE HARDWARE		805.46
<b>PFEFFER, HANNIFORD &amp; PALKA</b> 12/12/2023	YR AUDIT JUNE 30, 2023	7,530.00
Total PFEFFER, HANNIFORD & PALKA		7,530.00
<b>PITNEY BOWES</b> 11/06/2023	POSTAGE METER REFILL	208.99
Total PITNEY BOWES		208.99
<b>PROFESSIONAL HEATING AND COOLING</b>		

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

Date	Memo	Amount
11/20/2023	SERVICE STA. 1	180.00
Total PROFESSIONAL HEATING AND COOLING		
		180.00
<b>RICOH USA Inc. (copier Lease)</b>		
11/03/2023	COPIER LEASE # 3719865	259.25
12/05/2023	#3719865 LEASE	259.25
Total RICOH USA Inc. (copier Lease)		
		518.50
<b>RICOH USA, INC (copy charges)</b>		
11/07/2023	COPY CHARGES #4896955	257.70
Total RICOH USA, INC (copy charges)		
		257.70
<b>ROAD COMMISSION FOR OAKLAND COUNTY</b>		
10/18/2023	WORK ORDER FL0620 FUEL	1,698.56
11/20/2023	WORK ORDER# FL0620 - FUEL	1,813.41
Total ROAD COMMISSION FOR OAKLAND COUNTY		
		3,511.97
<b>SAMS CLUB/SYNCHRONY BANK</b>		
10/30/2023	OPERATING SUPPLIES	229.56
11/20/2023	SUPPLIES	708.78
Total SAMS CLUB/SYNCHRONY BANK		
		938.34
<b>Smooth Finish Concrete Const. LLC</b>		
10/24/2023	STA. 3 DRIVEWAY CONCRETE	8,190.00
Total Smooth Finish Concrete Const. LLC		
		8,190.00
<b>STANDARD INSURANCE COMPANY RV</b>		
10/26/2023	LIFE INS PREMIUM	715.01
11/20/2023	PREMIUM DEC2023	715.01
Total STANDARD INSURANCE COMPANY RV		
		1,430.02
<b>STATE OF MICHIGAN (EMS &amp; TRAUMA)</b>		
12/12/2023	QUALITY ASSESS CUST ID 91203	405.87
Total STATE OF MICHIGAN (EMS & TRAUMA)		
		405.87
<b>STRYKER SALES, LLC</b>		
10/18/2023	LP1000,6PC BATTERY	21,240.00

North Oakland County Fire Authority  
**BILLS FOR PAYMENT**  
 OCTOBER 17, 2023 THROUGH DECEMBER 18, 2023

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Date	Memo	Amount
10/26/2023	FREIGHT FEES & AED PADS	1,773.06
	Total STRYKER SALES, LLC	23,013.06
<b>T-MOBILE</b>		
11/03/2023	MOBILE COMMUNICATIONS	194.59
12/05/2023	MOBILE COMMUNICATIONS	322.90
	Total T-MOBILE	517.49
<b>UNION DUES</b>		
11/13/2023	UNION DUES	540.00
	Total UNION DUES	540.00
<b>VC3</b>		
12/05/2023	NEW SERVER ACCT# ITR29683940	5,045.00
	Total VC3	5,045.00
<b>WEX BANK MTHN</b>		
11/20/2023	#112410-6 FUEL	230.14
12/12/2023	FUEL # 7560-00-112410-6	243.48
	Total WEX BANK MTHN	473.62
<b>WLS</b>		
10/18/2023	STA. 3 LED LIGHTS	5,640.00
	Total WLS	5,640.00
<b>ZACH JESKE</b>		
10/18/2023	EMT ACADEMY WAGES 6/1 - 10/1/23	480.00
	Total ZACH JESKE	480.00
<b>TOTAL</b>		<b>187,095.22</b>

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12/12/23

Accrual Basis

**North Oakland County Fire Authority**  
**PAYROLL EXPENSE REPORT**  
**OCTOBER 16, 2023 THROUGH DECEMBER 11, 2023**

Oct 16 - Dec 11, 23

Expense	Oct 16 - Dec 11, 23
<b>7000 · Personnel</b>	
700 · Wages, Chief Full Time	17,960.20
700.5 · Full Time Employee Wages	115,068.44
700.7 · Full Time Overtime Wages	6,059.00
704 · Officer Wages	2,999.95
705 · Instructor Wages	1,760.00
707 · Special Event Pay	6,272.00
708 · Duty Shift Medlc	26,002.67
708.5 · Duty Shift Basic	45,983.00
709 · Part Time Overtime Pay	3,942.00
710 · Work Detail Pay	343.75
711 · Training Wages	2,877.02
712 · Incident run pay/POC Fire Wages	5,717.79
714 · Social Sec/FICA	23,321.21
716 · Healthcare Insurance/Full Time	-860.00
716.2 · Health Care Stipend	4,000.00
716.5 · Health Care Savings Contrib	0.00
<b>Total 7000 · Personnel</b>	<b>261,447.03</b>
<b>7200 · Supplies</b>	
724 · Uniforms	0.00
<b>Total 7200 · Supplies</b>	<b>0.00</b>
<b>7500 · SAFER GRANT EXPENDITURES</b>	
757 · Fringe Benefits	67,000.00
765 · Lost Wages Reimbursement	0.00
<b>Total 7500 · SAFER GRANT EXPENDITURES</b>	<b>67,000.00</b>
<b>8000 · Contracted Services</b>	
812 · Employee Education	0.00
815 · Payroll Services	1,007.15
816 · Administrative Services	0.00
<b>Total 8000 · Contracted Services</b>	<b>1,007.15</b>
<b>8500 · Operating Expenses</b>	
850 · Communications	-140.00
<b>Total 8500 · Operating Expenses</b>	<b>-140.00</b>
<b>Total Expense</b>	<b>329,314.18</b>
<b>Net Income</b>	<b>-329,314.18</b>

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12/12/23

Accrual Basis

**North Oakland County Fire Authority**  
**ACCOUNTS RECEIVABLE-MEDICAL & FIRE COMBINED**  
**NOVEMBER 30, 2023**

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	<u>Nov 30, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Accounts Receivable	
1060 · A/R-Fire Cost Recovery	4,800.00
1070 · A/R-Medical -ACCUMED	92,400.38
1070.6 · A/R AACB - ALL RUNS	<u>150,670.40</u>
Total Accounts Receivable	247,870.78
Other Current Assets	
1070.7 · ALLOWANCE FOR BAD ACCTS	<u>-109,113.62</u>
Total Other Current Assets	<u>-109,113.62</u>
Total Current Assets	<u>138,757.16</u>
<b>TOTAL ASSETS</b>	<u><u>138,757.16</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# North Oakland County Fire Authority Incident Run Data

## October-23

<b>Total Incidents</b>	<b>88</b>
------------------------	-----------

<b>Incident Summary</b>	
Structure Fires	0
Vehicle Fires	1
Brush / Outdoor Fires	0
EMS Medicals	68
Vehicle Accidents w/ Injuries	4
Vehicle Accidents w/ No Injuries	2
Hazardous Cond.	2
Service Call	3
Good Intent	5
False Calls	3
Severe Weather	0
Other	0
<b>Total Calls</b>	<b>88</b>

<b>Out of District Runs</b>	
MUTUAL AID MEDICAL	3
MUTUAL AID FIRE	2
MISC	
<b>Total</b>	<b>5</b>

Total EMS Related Calls	74
Total NOCFA Transports	50
Patient Sign Offs / No Transport	24

	minutes	# of priority calls
Avg. Response Time To Priority Calls	8.5	32

<b>TOTAL RUNS IN FIRE DISTRICT</b>	<b>83</b>
<b>TOTAL OUT OF DISTRICT RUNS</b>	<b>5</b>

Total Runs **88**

Total Employees	36
Full Time	11
Part time / Paid on Call	25

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

Employees out on leave	1
------------------------	---

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

Employees Hired last month	0
----------------------------	---

Rose Twp.	39
Holly Twp.	41
I-75	3

# North Oakland County Fire Authority Incident Run Data

## November-23

<b>Total Incidents</b>	<b>87</b>
------------------------	-----------

<b>Incident Summary</b>	
Structure Fires	2
Vehicle Fires	0
Brush / Outdoor Fires	0
EMS Medicals	56
Vehicle Accidents w/ Injuries	2
Vehicle Accidents w/ No Injuries	2
Hazardous Cond.	4
Service Call	6
Good Intent	11
False Calls	4
Severe Weather	0
Other	0
<b>Total Calls</b>	<b>87</b>

<b>Out of District Runs</b>	
MUTUAL AID MEDICAL	6
MUTUAL AID FIRE	6
MISC	
<b>Total</b>	<b>12</b>

Total EMS Related Calls	61
Total NOCFA Transports	42
Patient Sign Offs / No Transport	19

	minutes	# of priority calls
Avg. Response Time To Priority Calls	8.4	30

<b>TOTAL RUNS IN FIRE DISTRICT</b>	<b>75</b>
<b>TOTAL OUT OF DISTRICT RUNS</b>	<b>12</b>

Total Runs **87**

Total Employees	36
Full Time	11
Part time / Paid on Call	25

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

Employees out on leave	1
------------------------	---

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

Employees Hired last month	0
----------------------------	---

Rose Twp.	30
Holly Twp.	41
I-75	4





1000 Bishops Gate Blv. Ste 300  
Mt. Laurel, NJ 08054-5404

t1.800.444.4554 Opt.2  
f1.800.777.3929

November 27, 2023

Mr. George Kullis, Township Supervisor  
North Oakland Co FPSA  
102 Civic Drive  
Holly, Michigan, 48442

RE: North Oakland Co Fpsa, Oakland County, Michigan  
Public Protection Classification: 03/10  
Effective Date: March 01, 2024

Dear Mr. George Kullis,

We wish to thank you and Mr. Jeremy Lintz for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."

- Communities graded with single "9" or "8B" classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

*Alex Shubert*

Alex Shubert

Manager -National Processing Center

cc: Ms. Dianne Scheib-Snider, Township Supervisor, ROSE TS, OAKLAND  
Mr. Jeffrey Sears, Public Works Director, Grand Blanc TS Water Dept  
Mr. Jeremy Lintz, Chief, North Oakland Co Fire Department  
Mr. Mark Dowson, Supervisor, Holly Hills MHP Holly Township  
Mr. Jeremy Lintz, Fire Chief, North Oakland Co Fire Authority Supply Points  
Mr. Mark Perry, General Manager, Rose Hill Center  
Mr. Brian Klaassen, Utility Director, Village of Holly  
Mr. Ryan Cohee, Supervisor, Oakland County Sheriffs Office

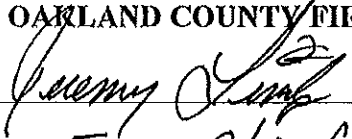
**GRIEVANCE SETTLEMENT AGREEMENT  
BETWEEN  
NORTH OAKLAND COUNTY FIRE AUTHORITY  
AND  
NORTH OAKLAND COUNTY FIRE FIGHTERS UNION, IAFF, LOCAL 546**

After discussions between the parties in regard to Grievance No. 23-03, dated May 25, 2023, involving the termination of Grievant, Joseph Durocher, this Grievance Settlement Agreement was reached between the North Oakland County Fire Authority ("Authority") and the North Oakland County Fire Fighters Union, IAFF, Local 546 ("Union"). This Agreement resolves all matters relating to the termination of Joseph Durocher's Employment from the Authority:

1. **Settlement of Grievance.** Grievance No. 23-03 is fully and finally resolved. The parties agree that the termination of Grievant, Joseph Durocher shall stand, unless modified pursuant to Paragraph 2, below.
2. **Opportunity for Resignation.** Notwithstanding paragraph 1, above, the Authority agrees that upon written request from Mr. Durocher, at any time in the future, the termination will be converted to a resignation. Upon such conversion, the Authority will provide a neutral reference to any third party who seeks information regarding Mr. Durocher's employment with the Authority. Said neutral reference shall include ONLY: hire date; rank and wage rate upon separation; date of resignation; and, the fact that the reason for separation was voluntary resignation.
3. **Arbitrator's Fees.** The Authority and Union agree to split the arbitrator's fees in this matter equally.
4. **No Precedent.** The Authority and the Union agree that this Agreement is offered on a non-precedent setting basis, and was resolved due to the unique nature of the circumstances of this matter.

The undersigned have read this Grievance Settlement Agreement and agree to all of its terms and conditions.

**NORTH OAKLAND COUNTY FIRE AUTHORITY**

By: 

Dated: 12/4/2023

Its: Fire Chief

**NORTH OAKLAND FIRE FIGHTERS UNION,  
IAFF, LOCAL 5346**

By: 

Dated: 12/4/2023

Its: President

# North Oakland County Fire Authority

## Fire Chiefs Performance Appraisal - 2023 **BOARD MEMBERS COPY TO COMPLETE**

EVALUATORS NAME -

**INSTRUCTIONS:** The appraisal contains 10 categories or “goals” that the Fire Chief will be evaluated on, including two Specific Performance goals that are set annually. The Fire Chief will explain the results of each goal listed and indicate whether the goal was **MET** or **NOT MET**. The last page of the appraisal is the Evaluation Worksheet which includes a summary of the goal categories with a MET or NOT MET column and a comments section. A MET goal is worth 1 point. A NOT MET goal is worth 0 points. Points are added up and put into the Total Points Received box. The Points Needed box is based on 80% of the total number of goal categories. If the total points received is 80% or more of the total points needed, the Authority Board may grant the Chief a merit award in the amount of 3% of the Chiefs salary for that year.

The Fire Chief will submit a completed performance appraisal to the Authority Board of Trustees.

Each Board Member (Evaluator), will receive an **Evaluators copy** of the appraisal. The Evaluator will review the results that the Fire Chief has submitted and score each category a MET or NOT MET response of their own. The evaluator will then complete the Evaluation Worksheet on the last page indicating **1 point for MET** and **0 points for NOT MET** for each category. The evaluator should provide appropriate commentary in the “Comments” section as to whether or not the goal was accomplished, how it was accomplished, and/ or why it was not accomplished. All points will be added up and totaled in the Points Received box. Each Evaluator will submit a completed evaluation worksheet to be counted towards the Fire Chiefs final performance appraisal outcome. A motion will be requested by a Board Member, followed by a yay or nay vote to approve the Fire Chiefs’ performance appraisal. If the appraisal is approved a motion will be requested by a Board member, followed by a yay or nay vote to award a merit amount to the Fire Chief.

### I. Specific Performance Objectives / Goals Set For The Year.

The goal in section I. is set each year in the previous year’s performance appraisal. The Fire Chief will include any results and explain each goal and whether they were met or not met.

GOAL	RESULTS	MET / NOT MET
Continue to improve employee turn-over rates & retain highly skilled personnel.	<ul style="list-style-type: none"> <li>• Added 2 additional Full Time positions in July 2023 to help cover the shift schedule.</li> <li>• Recruitment and retention of paid on call / part time employees still remains difficult. In 2023 we had a total of seven terminated employees. Four resigned to go work for career departments, two resigned due to time commitments, and one was discharged for policy violation. NOCFA did hire two new apid on call employees this year who are currently active. **There has been a full time position open for the entire year that we were not able to fill due to an ongoing union greivence procedure. That has since been rectified and I will be filling the position in January 2024.</li> <li>• We are canvasing farther out from our district for paid on call applicants but overall, recruitment has not improved. Our department as well as most others continue to struggle filling shifts. Adding full time employees has helped and I believe that we need to continue to add more of these positions as a solution.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>NOT MET</b></div>  <div style="text-align: center;">Evaluators Score:</div> <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>

North Oakland County Fire Authority  
 Fire Chiefs Performance Appraisal - 2023 **BOARD MEMBERS COPY TO COMPLETE**

**II. Management & Leadership**

GOAL	RESULTS	MET / NOT MET
<p><b>Communication with Board</b> – The Fire Chief should proactively share relevant information in a timely manner, seeking direction and input as needed.</p>	<ul style="list-style-type: none"> <li>• I attend and participate in all Monthly Board meetings, provide insight and recommended actions on topics on the agenda or brought before the Board.</li> <li>• All significant items that affect dept. operations or the budget were presented monthly. This includes developing issues or long-term issues such as equipment replacement and underfunding of the capital replacement fund.</li> <li>• Unique or severe incidents are shared with the board.</li> <li>• Monthly run data is tabulated and presented.</li> <li>• All meeting agendas and corresponding information packets are put together by me and distributed.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>
<p><b>Budget Conformance</b>- Complies with generally accepted accounting practices including the Board Authorized budget. Implement sound business practices in department administration and monitors effectiveness.</p>	<ul style="list-style-type: none"> <li>• FY 2023 audit was completed with good remarks and budget was within scope.</li> <li>• Budget is constantly monitored and adjusted to keep within expenditures.</li> <li>• Unexpected expenditures are communicated to the Board.</li> <li>• Any purchases over \$10,000 are brought to the Board for their review.</li> <li>• Economical management is a priority with the budget. All purchases are accounted for with receipts and verified. Invoices are reviewed and scrutinized prior to paying them. General janitor / housekeeping supplies are bought in bulk at Sams Club, Costco or Amazon to help save money.</li> <li>• Awarded two seperate AFG grants this year totaling \$443,000.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>
<p><b>Employee &amp; Management Team Effectiveness</b> – Maintains positive &amp; effective relationships with employees. Strives to retain, and when necessary, recruit high caliber, employees and leaders who can effectively establish direction, motivate, and gain commitment from their staff.</p>	<ul style="list-style-type: none"> <li>• The formation of the NOCFA union has stenghtened the full time employees wages and job security and each side (management / Union) are learning how to work together for the most part. There are issues that we run across from time to time that need to be discussed and so far we have been able to work through them. Our administrative Officers are all highly skilled and each has their own specialties that help facilitate education, safety, and communication within the department.</li> <li>• NOCFA once again put on a Fire academy and EMT academy.</li> <li>• Minor apparatus &amp; equipment repairs, Building repairs and landscaping are done in house by our employees. We utilize their abilities to make these repairs while they are working a shift instead of hiring contractors.</li> <li>• We have been able to offer advanced education classes to all employees, the majority of which can be paid for by grants.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div>

# North Oakland County Fire Authority

## Fire Chiefs Performance Appraisal - 2023 **BOARD MEMBERS COPY TO COMPLETE**

GOAL	RESULTS	MET / NOT MET
<p><b>Risk Management &amp; Compliance –</b> Complies with all Federal, State &amp; Local regulations. Liability insurance &amp; Workers Compensation audits are conducted. Handles legal matters well. Makes sure all department licenses, certifications and policies are valid.</p>	<ul style="list-style-type: none"> <li>• All local, State &amp; Federal regulations were met.</li> <li>• All audits completed with excellent ratings.</li> <li>• Internal audits for agency licenses &amp; certifications were completed.</li> <li>• Any regulatory requirements that were required to be renewed were completed.</li> <li>• Legal matters or potential legal concerns are consulted with attorneys when needed.</li> <li>• Internal employee issues, violations and disciplinary measures are dealt with immediately and with great care and detail.</li> <li>• A very long and complicated union employee termination grievance process took place with the end result of the termination being upheld.</li> </ul>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Chief Gave Score as <b>MET</b></div>  <p>Evaluators Score:</p> <div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div>
<p><b>Professional Relationships –</b> Maintains relationships &amp; is active with other Local, County &amp; State organizations &amp; public officials.</p>	<ul style="list-style-type: none"> <li>• I attend a North region &amp; County wide Fire Chiefs meeting monthly.</li> <li>• I was again elected Treasurer for the North Oakland Mutual Aid Association and sit on its Executive Board.</li> <li>• I was again elected Treasurer for the County Chiefs MABAS 3201 and sit on the Executive Board.</li> <li>• I maintain good relations with surrounding Fire Department Chiefs, MSP Troopers, Holly Police, &amp; Oakland County Sheriff's Dept.</li> <li>• Our department has several members that are part of the Michigan Task Force Team which is a State technical rescue organization that responds to both State and Federal disasters.</li> </ul>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Chief Gave Score as <b>MET</b></div>  <p>Evaluators Score:</p> <div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div>

### III. Fire Department Operations

GOAL	RESULTS	MET / NOT MET
<p><b>Operational Readiness –</b> Ensures all apparatus &amp; equipment are in good working order &amp; type to handle expected emergencies.</p>	<ul style="list-style-type: none"> <li>• All apparatus were tested per State regulations &amp; NFPA standards.</li> <li>• The department was audited by MDHHS this year for medical regulation &amp; readiness, and passed with No negative marks.</li> <li>• We had our 5 year ISO audit and were able to maintain our rating of 3, which is an incredible rating for a rural area fire department.</li> <li>• Placed a new brush truck in service this year which replaced a 35 year old one that we had been using.</li> </ul>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Chief Gave Score as <b>MET</b></div>  <p>Evaluators Score:</p> <div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div>

# North Oakland County Fire Authority

## Fire Chiefs Performance Appraisal - 2023 **BOARD MEMBERS COPY TO COMPLETE**

GOAL	RESULTS	MET / NOT MET
<p><b>Employee Readiness -</b> Ensures personnel certs &amp; licenses are up to date and valid Ensures personnel are trained to operate equipment to provide a timely and adequate response to all emergencies. Implements measures to retain experienced and valued employees and oversees an effective and on-going recruitment program.</p>	<ul style="list-style-type: none"> <li>• Monthly run data reports are generated showing calls, response times, and number of calls per Twp. as well as a current roster count, and hired / terminated personnel.</li> <li style="text-align: right;">• All</li> <li>incidents are reviewed for proper response times to include time of call to time en-route, time it took to get on scene, time spent on scene, and time spent at the hospital in the case of a medical transport.</li> <li>• Personnel licenses &amp; Certifications were internally audited twice a year.</li> <li>• Consistently updating operational policies / procedures and informing personnel of changes.</li> <li>• Fire, Rescue &amp; EMS training is conducted twice a week.</li> <li>• SAFER grant allows us to give a longevity stipend to our employees.</li> <li>• Recruitment of new employees is ongoing but remains challenging.</li> <li>• Shift personnel are required to train on a different piece of equipment / apparatus every shift that they work to be as proficient as possible.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  <div style="text-align: center;">Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div></div>
<p><b>Personal Readiness -</b> The Fire Chief personally maintains appropriate certifications and participates in drills, incidents, and continuing education.</p>	<ul style="list-style-type: none"> <li>• I respond to as many incidents as needed. I am on call 24 hours a day in case of a critical type call.</li> <li>• I attend department trainings regularly.</li> <li>• Handle all scheduling changes including, time off and trade requests and keep hours restricted to try and keep overtime at a minimum.</li> <li>• Handle all payroll and benefit administration.</li> <li>• Oversee all record keeping and accounting.</li> <li>• I am very proficient in Word, Excel and powerpoint.</li> <li>• Took a study coarse that included payroll administration, deductions &amp; withholdings. I plan on taking an exam that will allow me to obtain a CPP- Certified Payroll Professional certificate.</li> <li>• Manage all of the new IAFF Union changes.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  <div style="text-align: center;">Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div></div>
<p><b>Community -</b> Ensures that department's community out-reach programs are effective &amp; informative.</p>	<ul style="list-style-type: none"> <li>• We hold an annual openhouse which gets a great turn out from the public.</li> <li>• Participate in many events throughout the year in our community as well as other neighboring communities.</li> <li>• Teach first aid and CPR classes to the local schools teaching staff.</li> <li>• Our 5 year ISO audit was completed this past year and NOCFA was able to maintain its PPC - Public Protection Classification of 3/10 with a total score of 76.62. This is a small improvement of the 76.20 score that we were given in our 2018 audit.</li> </ul>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Chief Gave Score as <b>MET</b></div>  <div style="text-align: center;">Evaluators Score: <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div></div>

North Oakland County Fire Authority

Fire Chiefs Performance Appraisal - 2023 **BOARD MEMBERS COPY TO COMPLETE**

**EVALUATION WORKSHEET**

I. Specific Performance Objectives / Goals Set For The Year

GOAL	Met - 1 Not Met - 0		Evaluators Comments Section
	Chief	Evaluator	
Continue to improve employee turn-over rates & retain highly skilled personnel	0		

II. Management & Leadership

Communication with Board	1		
Budget Conformance	1		
Employee & Management Team Effectiveness	1		
Risk Management & Compliance	1		
Professional Relationships	1		

III. Fire Department Operations

Operational Readiness - Equipment	1		
Employee Readiness	1		
Personal Readiness	1		
Community	1		

Total Points Received -	Chief	Evaluator	Points Needed to meet 80%
Merit is awarded at 80% of Met goals	9		8