



## **MIAMI VALLEY FIRE DISTRICT**

### **Board of Trustees Meeting Agenda**

**September 19, 2024**

**8:00 a.m.**

#### **Call to Order**

#### **Pledge of Allegiance**

#### **Roll Call**

#### **Approval of Minutes**

Motion to approve the regular Meeting Minutes of July 11, 2024

#### **Public Comment**

A citizen desiring to speak on agenda items or items not on the agenda may do so under public comment. Comments are limited to five minutes and the Fire District Board of Trustees may not take immediate action. However, items introduced under public comment may become agenda items for later meetings.

#### **Consent Agenda**

Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote of consent. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

#### **Expenses**

Approve the Fire District July & August expenses beginning with check #19746 and ending with check #19867.

1. Consent Agenda Motion  
A motion to approve the Consent Agenda.

#### **Oath of Office**

President Stalder will administer the oath of office to the following personnel:

Lieutenant Matthew Clark

Full-time Firefighter/Paramedic Kyle Garver

Full-time Firefighter/Paramedic Jackson Harover

### **Oath of Office (Cont.)**

Full-time Firefighter/Paramedic Zachary Kendig

Full-time Firefighter/Paramedic Jacob Barry

Full-time Firefighter/Paramedic Collin Lovett

Part-time Firefighter/Paramedic Kyle Villa

### **Old Business**

None

### **New Business**

1. Resolution No. 2024-12  
A resolution authorizing the sale of structural firefighting coat and pants to the City of Clayton, Ohio Fire Department.  
*Presented by Chief Johnson*
2. Resolution No. 2024-13  
A resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.  
*Presented by Elyse Martin*
3. Resolution No. 2024-14  
A resolution authorizing the Miami Valley Fire District to enter into an agreement with HRE, LLC, dba Tenzinga for employee performance management system and leadership development training.  
*Presented by Chief Johnson*
4. Resolution No. 2024-15  
A resolution to authorize the Miami Valley Fire District Clerk to enter into a professional services agreement on behalf of the District with Medicount Management, Inc. for emergency medical billing services commencing on September 19, 2024.  
*Presented by Chief Johnson*

### **Executive Session**

Motion to enter into Executive Session

A motion to recess to an Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.

### **Chief's Report**

### **Operational Oversight Committee Comment**

### **Trustee Comment**

### **Adjournment**



**MIAMI VALLEY FIRE DISTRICT  
BOARD OF TRUSTEES  
MEETING MINUTES  
July 11, 2024**

**Call to Order**

President Stalder called the Miami Valley Fire District meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

**Roll Call**

The following Trustees were present: John Stalder, Ann-Lisa Allen, Frank Fritsch, Terry Posey and Greg Bell. The following staff members were present: Chris Snyder, Emily Christensen, Steve Johnson, Brandon Barnett, Jennie Harover, and Elyse Martin.

**Meeting Minutes**

A motion was made by Ms. Allen, seconded by Mr. Fritsch to approve the Regular Meeting minutes of June 13, 2024. Motion carried.

**Public Comment**

No members of the public approached the Board for comments.

**Consent Agenda**

A motion was made by Ms. Allen, seconded by Mr. Fritsch, to approve the Consent Agenda as presented. Motion carried.

**Old Business**

None

**New Business**

None

**Chief's Report**

Chief Johnson commented that the District is scheduled to receive a new medic on July 18<sup>th</sup>. Once the lift system is transferred, it will be placed in service. A new fire engine is scheduled to arrive in December. He is adding final information to the Request for Proposal for EMS billing services and plans to post it on Monday, July 15<sup>th</sup>. The RFP will be available for thirty days with final approval coming to the Board at the September meeting. The job announcement for Assistant Chief of Operations is also scheduled to be posted on Monday. There are three firefighters retiring within the next few weeks – Ray (7/20), Martin (7/20) and Ikerd (7/30). The District has extended offers to two firefighters and, if all goes well, those individuals will be introduced at the next Board meeting. The Lieutenant process will start this weekend with an

exam on Saturday at Station 51. This will provide a listing of individuals who can move into Lieutenant positions and will be kept for a period of two years. The EMS 50 chase vehicle is working out exceptionally well. It is kept very busy and has saved approximately \$2,000 so far in fuel costs while also decreasing the wear/tear placed on our fire engines. The District is currently answering questions from other stations as to how we have utilized/staffed this chase vehicle as well as how it was implemented. This vehicle is operated by one experienced (senior) firefighter/paramedic who can provide command response and accountability.

**OCC Report**

No comments

**Trustee Report**

Mr. Snyder thanked Chief Johnson for his attendance at Township Trustee meeting.

The Board recessed into a public study session at 8:09 a.m. to discuss:

- Quarterly Financial Report – presented by Elyse Martin

The Board recessed out of public study session at 8:22 a.m.

**Adjournment**

A motion was made by Mr. Fritsch, seconded by Ms. Allen, to adjourn the meeting at 8:22 a.m. Motion carried.

Respectfully submitted,

Jennifer Harover  
Secretary

# Complete Check Report - MIAMI VALLEY FIRE DISTRICT

## Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
019746		A	0009600	AIRGAS USA LLC	07/03/2024	369.21
019747		A	0000156	BERAN CUSTOM WOODWORKING LLC	07/03/2024	25.00
019748		A	0000219	CSUTEST.COM LLC	07/03/2024	1,725.00
019749		A	0000235	DOOR SERVICE SOLUTIONS LLC	07/03/2024	2,735.00
019750		A	4344343	GO2-PROS PEST CONTROL	07/03/2024	99.00
019751		A	2820370	KEITH FABER AUDITOR OF STATE	07/03/2024	717.50
019752		A	0000194	KOORSEN FIRE & SECURITY INC	07/03/2024	2,500.32
019753		A	0000245	MENARD, INC	07/03/2024	86.79
019754		A	4339969	MIAMI TOWNSHIP	07/03/2024	70.00
019755		A	0006750	P & R COMMUNICATIONS	07/03/2024	463.50
019756		A	2571875	PHOENIX SAFETY OUTFITTERS	07/03/2024	93.37
019757		A	0000155	STRYKER SALES CORPORATION	07/03/2024	10,983.20
019758		A	0025505	VERIZON WIRELESS	07/03/2024	90.39
019759		A	0000230	VIKING HEATING AND AIR	07/03/2024	338.00
019760		A	0000193	WEX BANK	07/03/2024	7,103.48
019761		A	0006850	BOUND TREE MEDICAL, LLC	07/11/2024	1,558.80
019762		A	9097668	CENTERPOINT ENERGY	07/11/2024	70.08
019763		A	0000198	CHARTER COMMUNICATIONS	07/11/2024	2,294.70
019764		A	0004764	CITY OF MIAMISBURG-PO BOX	07/11/2024	723.89
019765		A	3214846	COMDOC	07/11/2024	405.20
019766		A	0000141	D&S AUTO PARTS INC	07/11/2024	2.99
019767		A	0001308	DUKE ENERGY	07/11/2024	34.35
019768		A	0000227	ELITE COMPUTERS INC	07/11/2024	5,186.49
019769		A	5398181	HORTON EMERGENCY VEHICLES	07/11/2024	329,778.00
019770		A	0000245	MENARD, INC	07/11/2024	120.56
019771		A	4339969	MIAMI TOWNSHIP	07/11/2024	10,788.87
019772		A	0009500	ROBERT EMMER-LOVELL	07/11/2024	192.00
019773		A	0000231	THE SHERWIN WILLIAMS COMPANY	07/11/2024	58.82
019774		A	0000268	TREASURER, STATE OF OHIO	07/11/2024	125.00
019775		A	0000238	WESTERN OHIO TRUCK & FIRE LLC	07/11/2024	2,259.76
019776		A	0000187	XEROX CORPORATION	07/11/2024	504.68
019777		A	0000222	A.E DAVID COMPANY INC	07/17/2024	139.80
019778		A	0009600	AIRGAS USA LLC	07/17/2024	317.95
019779		A	0000163	AT&T SERVICES, INC	07/17/2024	851.67
019780		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	07/17/2024	13,276.90
019781		A	0000276	BOB'S CYCLE REPAIR INC	07/17/2024	28,504.99
019782		A	0006850	BOUND TREE MEDICAL, LLC	07/17/2024	64.99
019783		A	0049007	BURNHAM & FLOWER INSURANCE GRO	07/17/2024	101,368.00

# Complete Check Report - MIAMI VALLEY FIRE DISTRICT

## Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
019784		A	9097668	CENTERPOINT ENERGY	07/17/2024	283.14
019785		A	0000256	CUSTOM DESIGN BENEFITS	07/17/2024	85.00
019786		A	0000141	D&S AUTO PARTS INC	07/17/2024	59.98
019787		A	8708200	FROST BROWN TODD	07/17/2024	25,067.32
019788		A	0000245	MENARD, INC	07/17/2024	9.47
019789		A	4339969	MIAMI TOWNSHIP	07/17/2024	70.00
019790		A	0005077	MONTGOMERY COUNTY SHERIFFS OFF	07/17/2024	52,965.00
019791		A	0000221	OHIO POLYGRAPH SERVICES LLC	07/17/2024	600.00
019792		A	2571875	PHOENIX SAFETY OUTFITTERS	07/17/2024	3,625.84
019793		A	0000183	PREMIER HEALTH	07/17/2024	402.57
019794		A	0000201	PREMIER OCCUPATIONAL HEALTH	07/17/2024	231.21
019795		A	0025505	VERIZON WIRELESS	07/17/2024	534.98
FD3026		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	135.00
FD3027		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	360.54
FD3028		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	50.00
FD3029		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	89.35
FD3030		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	91.20
FD3031		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	60.00
FD3032		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	243.90
FD3033		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	6.75
FD3034		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	62.91
FD3035		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	551.28
FD3036		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	2,406.92
FD3037		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	2,158.11
FD3038		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	395.00
FD3039		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	100.00
FD3040		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	1,000.00
FD3041		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	375.00
FD3042		M	2276044	FIFTH THIRD MASTERCARD	07/11/2024	100.00
FD3043		M	0009999	PAYROLL VENDOR	07/11/2024	281,521.75
FD3044		M	0009999	PAYROLL VENDOR	07/11/2024	3,874.66
FD3045		M	0009999	PAYROLL VENDOR	07/11/2024	185.09
FD3046		M	0007180	O.P.E.R.S.	07/11/2024	2,436.44
FD3047		M	0007150	POLICE & FIRE PEN FUND OF OHIO	07/15/2024	125,267.69
FD3048		M	0009999	PAYROLL VENDOR	07/25/2024	338,736.69
FD3049		M	0009999	PAYROLL VENDOR	07/25/2024	4,705.50
FD3050		M	0009999	PAYROLL VENDOR	07/25/2024	412.05
FD3051		M	2166248	VISION SERVICE PLAN	07/31/2024	856.02

## Complete Check Report - MIAMI VALLEY FIRE DISTRICT

### Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
FD3052		M	0000237	MEDICAL MUTUAL	07/31/2024	72,459.82
FD3053		M	3483226	STANDARD INSURANCE COMPANY	07/31/2024	416.85
FD3054		M	3483226	STANDARD INSURANCE COMPANY	07/31/2024	1,109.69
FD3055		M	0000053	FIFTH THIRD	07/31/2024	783.80
FD3056		M	0001620	AES	07/31/2024	2,491.71
<b>81 Checks</b>						<b>1,453,406.48</b>

# Complete Check Report - MIAMI VALLEY FIRE DISTRICT

## Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
019796		A	0000120	ALCOR SUPPLY AND FIXTURE CO	08/02/2024	282.75
019797		A	5672787	ART'S RENTAL EQUIPMENT INC	08/02/2024	92.00
019798		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	08/02/2024	12,257.22
019799		A	0000156	BERAN CUSTOM WOODWORKING LLC	08/02/2024	12.50
019800		A	0006850	BOUND TREE MEDICAL, LLC	08/02/2024	627.95
019801		A	3214846	COMDOC	08/02/2024	159.83
019802		A	0000256	CUSTOM DESIGN BENEFITS	08/02/2024	85.00
019803		A	4344343	GO2-PROS PEST CONTROL	08/02/2024	110.00
019804		A	3122714	HOME DEPOT	08/02/2024	392.06
019805		A	2820370	KEITH FABER AUDITOR OF STATE	08/02/2024	2,029.50
019806		A	0004442	LOWES BUSINESS ACCT	08/02/2024	141.86
019807		A	0000237	MEDICAL MUTUAL	08/02/2024	7,716.42
019808		A	0000245	MENARD, INC	08/02/2024	529.07
019809		A	4339969	MIAMI TOWNSHIP	08/02/2024	70.00
019810		A	0005301	MONTGOMERY COUNTY WATER SERVIC	08/02/2024	813.81
019811		A	2571875	PHOENIX SAFETY OUTFITTERS	08/02/2024	389.68
019812		A	2946355	SANDY'S AUTO & TRUCK SERVICE	08/02/2024	202.50
019813		A	0000254	STRATEGIC SOURCING, INC.	08/02/2024	69,018.00
019814		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	08/08/2024	12,642.31
019815		A	0004764	CITY OF MIAMISBURG-PO BOX	08/08/2024	725.41
019816		A	0001308	DUKE ENERGY	08/08/2024	36.17
019817		A	8781028	EMSAR MEDICAL REPAIR, INC.	08/08/2024	502.00
019818		A	0000245	MENARD, INC	08/08/2024	194.78
019819		A	2248934	MONT CO. TREASURER	08/08/2024	9,862.40
019820		A	0000202	STATEWIDE EMERGENCY PRODUCTS	08/08/2024	25,143.00
019821		A	0000254	STRATEGIC SOURCING, INC.	08/08/2024	2,637.00
019822		A	0025505	VERIZON WIRELESS	08/08/2024	90.35
019823		A	0000193	WEX BANK	08/08/2024	9,109.22
019824		A	0000187	XEROX CORPORATION	08/08/2024	504.68
019825		A	0009600	AIRGAS USA LLC	08/15/2024	324.86
019826		A	0000120	ALCOR SUPPLY AND FIXTURE CO	08/15/2024	158.25
019827		A	0000163	AT&T SERVICES, INC	08/15/2024	851.58
019828		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	08/15/2024	1,057.00
019829		A	8641235	BREATHING AIR SYSTEMS	08/15/2024	1,703.67
019830		A	9097668	CENTERPOINT ENERGY	08/15/2024	204.98
019831		A	0000198	CHARTER COMMUNICATIONS	08/15/2024	1,855.00
019832		A	3214846	COMDOC	08/15/2024	143.05
019833		A	8781028	EMSAR MEDICAL REPAIR, INC.	08/15/2024	4,950.00



# Complete Check Report - MIAMI VALLEY FIRE DISTRICT

## Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
019834		A	0000195	ESO SOLUTIONS INC	08/15/2024	20,261.20
019835		A	0000245	MENARD, INC	08/15/2024	31.16
019836		A	4339969	MIAMI TOWNSHIP	08/15/2024	5,963.29
019837		A	0003331	MIAMI VALLEY NEWSPAPERS	08/15/2024	229.60
019838		A	0007917	SILCO FIRE PROTECTION	08/15/2024	208.50
019839		A	0025505	VERIZON WIRELESS	08/15/2024	634.98
019840		A	0000230	VIKING HEATING AND AIR	08/15/2024	686.18
019841		A	0000238	WESTERN OHIO TRUCK & FIRE LLC	08/15/2024	3,218.92
019842		A	0000205	ATLANTIC EMERGENCY SOLUTIONS	08/22/2024	25,861.03
019843		A	0000611	BATTERIES PLUS	08/22/2024	111.65
019844		A	0006850	BOUND TREE MEDICAL, LLC	08/22/2024	288.99
019845		A	9097668	CENTERPOINT ENERGY	08/22/2024	154.04
019846		A	0000256	CUSTOM DESIGN BENEFITS	08/22/2024	85.00
019847		A	4344343	GO2-PROS PEST CONTROL	08/22/2024	45.00
019848		A	0000245	MENARD, INC	08/22/2024	29.67
019849		A	2571875	PHOENIX SAFETY OUTFITTERS	08/22/2024	89.94
019850		A	0009500	STEVE JOHNSON	08/22/2024	362.46
019851		A	0000254	STRATEGIC SOURCING, INC.	08/22/2024	2,704.00
019852		A	0000611	BATTERIES PLUS	08/29/2024	31.90
019853		A	4564224	BOEDDY OIL CO	08/29/2024	811.14
019854		A	0000227	ELITE COMPUTERS INC	08/29/2024	4,886.49
019855		A	8781028	EMSAR MEDICAL REPAIR, INC.	08/29/2024	41.42
019856		A	3566261	F AND M MECHANICAL SERVICES	08/29/2024	1,745.00
019857		A	4344343	GO2-PROS PEST CONTROL	08/29/2024	65.00
019858		A	3122714	HOME DEPOT	08/29/2024	258.91
019859		A	0000216	JULIANNE M GRICE	08/29/2024	878.00
019860		A	0000194	KOORSEN FIRE & SECURITY INC	08/29/2024	102.10
019861		A	0004442	LOWES BUSINESS ACCT	08/29/2024	306.94
019862		A	0000237	MEDICAL MUTUAL	08/29/2024	16,929.13
019863		A	4339969	MIAMI TOWNSHIP	08/29/2024	70.00
019864		A	0005301	MONTGOMERY COUNTY WATER SERVIC	08/29/2024	1,401.05
019865		A	4106322	OHIO FIRE CHIEF'S ASSOC	08/29/2024	650.00
019866		A	0000221	OHIO POLYGRAPH SERVICES LLC	08/29/2024	600.00
019867		A	0000277	WHITE-ALLEN CHEVROLET	08/29/2024	55,500.00
FD3057		M	0009999	PAYROLL VENDOR	08/08/2024	281,133.43
FD3058		M	0009999	PAYROLL VENDOR	08/08/2024	3,875.30
FD3059		M	0009999	PAYROLL VENDOR	08/08/2024	370.19
FD3060		M	0007180	O.P.E.R.S.	08/08/2024	2,624.38

# Complete Check Report - MIAMI VALLEY FIRE DISTRICT

## Bank - 0002 OPERATING

Check	Dup#	Type	Vendor	Vendor Name	Date	Amount
FD3061		M	0007150	POLICE & FIRE PEN FUND OF OHIO	08/08/2024	128,146.64
FD3062		M	0009999	PAYROLL VENDOR	08/22/2024	281,066.01
FD3063		M	0009999	PAYROLL VENDOR	08/22/2024	3,878.15
FD3064		M	0009999	PAYROLL VENDOR	08/22/2024	293.07
FD3065		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	1,893.58
FD3066		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	264.00
FD3067		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	335.98
FD3068		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	117.08
FD3069		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	148.88
FD3070		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	207.30
FD3071		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	211.84
FD3072		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	123.26
FD3073		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	40.98
FD3074		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	37.73
FD3075		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	13.50
FD3076		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	3,318.08
FD3077		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	155.95
FD3078		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	465.97
FD3079		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	823.86
FD3080		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	4,720.25
FD3081		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	100.00
FD3082		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	869.50
FD3083		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	94.99
FD3084		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	75.00
FD3085		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	93.20
FD3086		M	2276044	FIFTH THIRD MASTERCARD	08/22/2024	2.99
FD3087		M	3483226	STANDARD INSURANCE COMPANY	08/26/2024	423.51
FD3088		M	3483226	STANDARD INSURANCE COMPANY	08/26/2024	878.20
FD3089		M	2166248	VISION SERVICE PLAN	08/26/2024	675.66
FD3090		M	0000237	MEDICAL MUTUAL	08/26/2024	76,167.12
FD3091		M	0000053	FIFTH THIRD	08/30/2024	799.68
FD3092		M	0001620	AES	08/30/2024	1,084.21
FD3093		M	0001620	AES	08/30/2024	1,874.84
<b>109 Checks</b>						<b>1,110,272.86</b>

## MTD Bank Report for Year 2024 Month 07 - MIAMI VALLEY FIRE DISTRICT

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0002	OPERATING	1,410,613.85	4,178,349.34	1,453,406.48	0.00	500,000.00	3,635,556.71
0004	EMS	26,567.72	7,484.09	0.00	0.00	0.00	34,051.81
0006	F&M CD - 4/14/23	0.00	0.00	0.00	0.00	0.00	0.00
0008	STAR OHIO	5,556,270.13	26,212.04	0.00	500,000.00	0.00	6,082,482.17
<b>4 Banks</b>		<b>6,993,451.70</b>	<b>4,212,045.47</b>	<b>1,453,406.48</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>9,752,090.69</b>

## MTD Bank Report for Year 2024 Month 08 - MIAMI VALLEY FIRE DISTRICT

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0002	OPERATING	3,635,556.71	154,734.85	1,110,272.86	0.00	1,000,000.00	1,680,018.70
0004	EMS	34,051.81	5,670.39	0.00	0.00	0.00	39,722.20
0006	F&M CD - 4/14/23	0.00	0.00	0.00	0.00	0.00	0.00
0008	STAR OHIO	6,082,482.17	29,352.23	0.00	1,000,000.00	0.00	7,111,834.40
<b>4 Banks</b>		<b>9,752,090.69</b>	<b>189,757.47</b>	<b>1,110,272.86</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>8,831,575.30</b>

## YTD Fund Report for Year 2024 Month 07 - MIAMI VALLEY FIRE DISTRICT

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
100	GENERAL FUND	3,887,116.39	11,619,362.16	6,766,498.29	8,739,980.26	317,333.43	8,422,646.83
200	EMS FUND	292,400.23	391,651.58	650,000.00	34,051.81	0.00	34,051.81
210	GRANT FUND	430,664.43	548,302.81	547,922.81	431,044.43	0.00	431,044.43
300	DEBT SERVICE FUND	0.20	130,622.00	27,642.00	102,980.20	233,602.00	(130,621.80)
400	CAPITAL IMPROVEMENT FUND	492,555.35	698,275.00	746,796.36	444,033.99	217,113.25	226,920.74
<b>5 Funds</b>		<b>5,102,736.60</b>	<b>13,388,213.55</b>	<b>8,738,859.46</b>	<b>9,752,090.69</b>	<b>768,048.68</b>	<b>8,984,042.01</b>

## YTD Fund Report for Year 2024 Month 08 - MIAMI VALLEY FIRE DISTRICT

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
100	GENERAL FUND	3,887,116.39	11,683,061.58	7,601,453.49	7,968,724.48	269,479.22	7,699,245.26
200	EMS FUND	292,400.23	397,321.97	650,000.00	39,722.20	0.00	39,722.20
210	GRANT FUND	430,664.43	668,690.47	668,238.47	431,116.43	0.00	431,116.43
300	DEBT SERVICE FUND	0.20	130,622.00	27,642.00	102,980.20	233,602.00	(130,621.80)
400	CAPITAL IMPROVEMENT FUND	492,555.35	698,275.00	901,798.36	289,031.99	150,661.15	138,370.84
<b>5 Funds</b>		<b>5,102,736.60</b>	<b>13,577,971.02</b>	<b>9,849,132.32</b>	<b>8,831,575.30</b>	<b>653,742.37</b>	<b>8,177,832.93</b>



# MEMORANDUM

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**DATE:** SEPTEMBER 19, 2024

---

**TO:** MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES

**FROM:** STEVEN JOHNSON, FIRE CHIEF

**SUBJECT:** SALE OF STRUCTURAL FIREFIGHTING COAT AND PANT TO CLAYTON, OHIO FIRE DEPARTMENT

---

Miami Valley Fire District former employee Robert Emmer-Lovell has accepted and started a new position at the City of Clayton, Ohio Fire Department. As part of Robert's duties, turnout gear coat and pants will be required. City of Clayton Fire Department Chief Brian Garver has expressed interest in purchasing Robert's Miami Valley Fire District structural coat and pants for a fair market value of \$1,500.00 total for both the coat and pant. Both the coat and pant are of limited size and Miami Valley Fire District feels it would be within their best interest to sell this turnout gear to the City of Clayton Fire Department, to reclaim some of the original funds to be used for turnout gear for a new employee. Resolution 2024-XX will authorize the fire chief to invoice the City of Clayton, Ohio Fire Department in the amount of \$1,500.00 for the coat and pants, as well as remove them from Miami Valley Fire District's inventory.

RESOLUTION NO. 2024-12

A RESOLUTION AUTHORIZING THE SALE OF STRUCTURAL FIREFIGHTING COAT AND PANTS TO THE CITY OF CLAYTON, OHIO FIRE DEPARTMENT

WHEREAS, the City of Miamisburg, Ohio and Miami Township, Montgomery County, Ohio created the Miami Valley Fire District (the "District") consistent with Ohio Revised Code Section 505.371 via Joint Resolution, City Resolution No. 2786 and Township Resolution No. 121-2011; and

WHEREAS, the Miami Valley Fire District (the "District") owns certain structural firefighting gear, specifically a coat and pants, which were previously utilized by a District employee; and

WHEREAS, the aforementioned employee has accepted a position with the City of Clayton Fire Department; and

WHEREAS, the firefighting gear is of a limited size, making it of limited use to the District, and is well-suited for continued use by the employee at their new position with the City of Clayton Fire Department; and

WHEREAS, the structural firefighting coat has the serial number 0012362482, is manufactured by Lion Apparel, model number CVBM, and has a date of manufacture of August 1, 2021; and

WHEREAS, the structural firefighting pants have the serial number 0012367852, are manufactured by Lion Apparel, model number PVBM; and

WHEREAS, the City of Clayton Fire Department has expressed an interest in purchasing this firefighting gear; and

WHEREAS, the District has determined that the fair market value of the firefighting coat and pants is \$1,500.00;

NOW, THEREFORE, BE IT RESOLVED BY THE MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES THAT:

Section 1. The Fire Chief is hereby authorized to sell the structural firefighting coat and pants described herein to the City of Clayton, Ohio Fire Department for the amount of \$1,500.00.

Section 2. The Fire Chief is further authorized to execute any and all documents necessary to complete the sale of the gear to the City of Clayton, Ohio Fire Department.



Section 3. This Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 4. This resolution shall be in full force and effect September 19, 2024, and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 19<sup>th</sup> day of September 2024.

\_\_\_\_\_  
John Stalder, President Yes/No

\_\_\_\_\_  
Terry Posey, Trustee Yes/No

\_\_\_\_\_  
Ann-Lisa Allen, Trustee Yes/No

\_\_\_\_\_  
Greg Bell, Trustee Yes/No

\_\_\_\_\_  
Frank Fritsch, Trustee Yes/No



# MEMORANDUM

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**DATE:** SEPTEMBER 19, 2024

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**TO:** MVFD BOARD OF TRUSTEES

**FROM:** ELYSE MARTIN, FINANCE MANAGER

**SUBJECT:** RESOLUTION TO ACCEPT COUNTY TAX RATES AND AMOUNTS

---

Attached is Resolution 2024-13 approving the Tax Rates and Amounts from Montgomery County. The resolution shows the property tax rate to be levied and the estimated property tax revenues to be generated in 2025. Based on County estimates, they have estimated a 1% increase over amounts from last year. However, in comparison to what we have received so far in 2024, we expect the increase to be around 5%.

Tax Year 2024/2025  
Resolution 2024-13

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED  
BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES  
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

**(Board of Trustees with Miami Valley Fire District)**

Revised Code, Secs, 5705.34 - 5705.35

The Board of Trustees with Miami Valley Fire District, Montgomery County, Ohio met in regular session on the 19th day of September 2024, at the office of City of Miamisburg Council Chambers with the following members present:

\_\_\_\_\_ moved the adoption of the following Resolution:

WHEREAS, This Board of Trustees with Miami Valley Fire District accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1st, 2025; and

WHEREAS, The Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Board, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees with Miami Valley Fire District, Montgomery County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Fire District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**Miami Valley Fire District - Tax Year 2024/2025**

**SCHEDULE A**  
**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION**  
**AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount To Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
<b>Miami Valley Fire District - Tax Year 2024/2025</b>	<b>Column I</b>	<b>Column II</b>	<b>III</b>	<b>IV</b>
Fire & EMS Fund.....		12,807,816		11.00
<b>TOTAL</b>	<b>0</b>	<b>12,807,816</b>		

**Miami Valley Fire District - Tax Year 2024/2025**

<b>SCHEDULE B</b> <b>LEVIES OUTSIDE 10 MILL LIMITATION</b> <b>Carry to Sch A</b>
--

FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)	
<b>SPECIAL LEVIES:</b>			
Fire & EMS Levy authorized by voters 11/08/22 for a CONT period of time	11.00	12,807,816	

# Tax Year 2024/2025

## Resolution 2024-13

Section 1. This Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 2. This resolution shall be in full force and effect September 19, 2024 and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 19th day of September 2024.

\_\_\_\_\_  
John Stalder, President

\_\_\_\_\_  
Yes/No

\_\_\_\_\_  
Terry Posey, Trustee

\_\_\_\_\_  
Yes/No

\_\_\_\_\_  
Ann-Lisa Allen, Trustee

\_\_\_\_\_  
Yes/No

\_\_\_\_\_  
Frank Fritsch, Trustee

\_\_\_\_\_  
Yes/No

\_\_\_\_\_  
Greg Bell, Trustee

\_\_\_\_\_  
Yes/No

Tax Year 2024/2025  
Resolution 2024-13

and be it further

RESOLVED, That the Clerk of this Board of Trustees be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

\_\_\_\_\_ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Clerk of the Board of Trustees  
Miami Valley Fire District  
Montgomery County, Ohio

**CERTIFICATE OF COPY**

Original On File

The State of Ohio, Montgomery County,

I, \_\_\_\_\_, Clerk of the Board of Trustees with Miami Valley Fire District, in said County, and in whose custody the Files and Records of said Board required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original minutes \_\_\_\_\_ now on file with said Board Trustees, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Clerk of the Board of Trustees  
Miami Valley Fire District  
Montgomery County, Ohio



Tax Year 2024/2025  
Resolution 2024-13

No:

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**BOARD OF TRUSTEES  
MIAMI VALLEY FIRE DISTRICT  
MONTGOMERY COUNTY, OHIO**

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**RESOLUTION**

ACCEPTING THE AMOUNTS AND RATES  
AS DETERMINED BY THE BUDGET  
COMMISSION AND AUTHORIZING THE  
NECESSARY TAX LEVIES AND  
CERTIFYING THEM TO THE COUNTY  
AUDITOR.

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Adopted \_\_\_\_\_, 2024

\_\_\_\_\_  
Clerk

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Filed \_\_\_\_\_, 2024

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

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# MEMORANDUM

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**DATE:** SEPTEMBER 19, 2024

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**TO:** MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES

**FROM:** STEVEN JOHNSON, FIRE CHIEF

**SUBJECT:** TENZINGA AGREEMENT FOR EMPLOYEE PERFORMANCE MANAGEMENT SYSTEM AND LEADERSHIP DEVELOPMENT TRAINING

---

Resolution 2024-14 will authorize the Fire Chief to enter into an agreement with HRE, LLC, dba Tenzinga (Exhibit A). Tenzinga is a web-based employee performance management system that allows supervisors to enter employee performance information into a comprehensive system throughout a period, better aligning with the Miami Valley Fire Districts goals set for each level of employee. The system includes mentoring forms, counseling forms, coaching forms, team assessment forms and team member diagnosis forms. In addition, the system includes a development plan, organizational chart, and a goal setting module, which will assist Miami Valley Fire District in continuing to provide comprehensive tools to the supervisors to better manage employee well-being. Each employee will be provided with an individualized dashboard that shows their ongoing performance for future reference.

As well as a comprehensive and ongoing performance management system, Tenzinga will provide Leadership Development Training (see Exhibit B for course description) for Miami Valley Fire District. This will be a one-time training, provided by an instructor from Tenzinga and scheduled after execution of the agreement.

The first-year cost for the performance management system and leadership development training is \$12,149.00. The second year and subsequent years' cost for the performance management system is \$6,399.00 or \$79.00 per employee.

RESOLUTION NO. 2024-14

A RESOLUTION AUTHORIZING THE MIAMI VALLEY FIRE DISTRICT TO ENTER INTO AN AGREEMENT WITH HRE, LLC, dba TENZINGA FOR AN EMPLOYEE PERFORMANCE MANAGEMENT SYSTEM AND LEADERSHIP DEVELOPMENT TRAINING.

WHEREAS, the City of Miamisburg, Ohio and Miami Township, Montgomery County, Ohio created the Miami Valley Fire District (the "District") consistent with Ohio Revised Code Section 505.371 via Joint Resolution, City Resolution No. 2786 and Township Resolution No. 121-2011; and

WHEREAS, the Miami Valley Fire District recognizes the need for a robust employee performance management system to enhance workforce development, accountability, and productivity; and

WHEREAS, Tenzinga offers an employee performance management system that supports continuous feedback, goal setting, and employee development, contributing to the professional growth of employees; and

WHEREAS, as part of the agreement with Tenzinga, a leadership training will be provided to the Fire District's management team at a cost of \$5,750 to further develop leadership skills and improve overall team performance; and

WHEREAS, the cost of the Tenzinga performance management system for the first year of service will be \$6,399, for a total first year cost of \$12,149, and the second year of service will be \$6,399, with both costs reviewed and deemed to be reasonable and beneficial for the Fire District; and

WHEREAS, the Miami Valley Fire District has determined that entering into this agreement with Tenzinga is in the best interest of the District's operational efficiency and employee development;

NOW, THEREFORE, BE IT RESOLVED BY THE MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES THAT:

Section 1. The Fire Chief is hereby authorized to enter into an agreement with Tenzinga for the provision of an employee performance management system and leadership training at a first-year cost of \$12,149 and a second-year cost for the employee performance management system only of \$6,399.

Section 2. This Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 3. This resolution shall be in full force and effect September 19, 2024, and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 19<sup>th</sup> day of September 2024.

_____ John Stalder, President	_____ Yes/No
_____ Terry Posey, Trustee	_____ Yes/No
_____ Ann-Lisa Allen, Trustee	_____ Yes/No
_____ Greg Bell, Trustee	_____ Yes/No
_____ Frank Fritsch, Trustee	_____ Yes/No

EXHIBIT A

# PROPOSAL FOR

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Fire Chief Steve Johnson  
937.560.2114  
September 6, 2024



*Senior Sales Consultant*  
*Wayne J Martin*  
*704.300.6144*

188 Front Street, Suite 116-107  
Franklin, TN 37064  
615.647.8230

Proposal for Tenzinga Performance  
Management System

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## TENZINGA PROPOSAL

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This proposal is for the implementation of the Tenzinga Performance Management System for the Miami Valley Fire District.

Tenzinga proposes to grant a non-exclusive and non-transferable use of Tenzinga's proprietary web-based employee performance management system, including any updates, for an Annual Fee per user and set-up fee (see pricing sections). Also proposed in the Investment Proposal section is a Leadership Development course that provides leaders with a new foundation for becoming better leaders and how to best leverage their employees through Tenzinga.

During the Term, Tenzinga shall provide the following features, certification, and support:

- a. Tenzinga Performance Power™ with features that include:
  - Performance power log submission
  - View Logs Capability
  - Annual Reports
  - Leadership "Tools" including: mentoring forms, counseling forms, coaching forms, team assessment forms and team member diagnosis forms
  - Development Plan
  - Organization Chart
  - Goals setting module
  - Individualized Dashboard for each employee
  - Ability to attach documents, pictures, and videos to various areas within the system
  
- b. Technical support shall constitute the following:
  - Assistance from Tenzinga Trained On-site Client Administrator
  - Email Tech Support

---

## UPFRONT/SET UP

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- a. Development of Agreement of Expectations for each position including:
  - Tasks/Job Assignments
  - Standards
  - Measurements
  
- b. Set up of Employees, Positions, Org Chart, and System

- c. Train Miami Valley Fire District Office Client Administrator on general use of system, expectation development (tasks, standards, and measurements), and system modification as necessary for system start-up and operation.

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## LEADERSHIP DEVELOPMENT

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In order to accomplish more, with fewer resources, in real time, organizations need strong, yet flexible leaders. Great leaders keep their focus on efficiently and effectively transforming beginners and learners into peak performers on their critical tasks.

Only over a period of time, with appropriate leadership skills being used along the way, do employees reach the levels of competence and commitment that enable them to master tasks and achieve goals. Without good leadership, most employees end up achieving only a moderate level of performance on key tasks instead of pushing through to the highest level possible.

The leadership challenge then is to develop people to become more skillful, adaptable, and open to new challenges and change, thus improving productivity, morale, and overall organizational performance and long-term results.

The Leadership Development Process Tenzinga has created will be vital to improving the leadership of Miami Valley Fire District. This will be a process that will include a one (1)-day seminar on leadership.

The leadership seminar will cover the specifics of leadership that are practical and crucial to effective leadership. They will highlight a leadership model that includes coaching, mentoring, and counseling for leaders.

The emphasis for the leadership development would be to develop each leader into the most of effective leader possible. The leaders would learn how to tap into the resource of the people that are a part of their teams for the benefit of increasing the results of the performance of the employees of the Miami Valley Fire District.

The following are the deliverables for the Leadership Development Presentation:

- Present a one (1) day Leadership Seminar that would include:
  - How to improve communication skills of being specific, maintaining or building self-esteem, and active listening.
  - How to inspire and motivate others.
  - How to be a coach, not a boss.
  - How to recognize achievements in a wide variety of ways.

- How to get agreement that a problem exists and gain commitment to work on solving it.
  - How to effectively mentor and the phases of mentoring
  - How to understand the five ways information is processed
  - How to tap into the various thinking processes people use.
  - How to positively confront below standard performance.
  - How to modify behavior for improved results.
  - How to understand what produces conflict and how to skillfully resolve it.
  - How to apply concepts to real-life situations by using case studies, games, and exercises.
  - How to analyze development needs and create action plans for using the appropriate leadership style and the techniques of coaching, mentoring, and counseling.
- Present and implement a leadership model that includes coaching, mentoring, and counseling roles for the leader.
- Class size is up to Miami Valley Fire District.

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**INVESTMENT PROPOSAL**

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Tenzinga for Miami Valley Fire District

First Year Set Up, Travel, and Training \$5,750.00

Includes a one (1) day on site Leadership Development Seminar \*

Annual Fee (81 employees X \$79) \$6,399.00

Year One Total Due **\$12,149.00**

Year Two Annual Fee for 81 Users @ \$79.00 (at start of Year Two) **\$6399.00**

\*Additional Leadership Development Course is \$5750 per session.



**AGREEMENT OF PROPOSAL**

HRE, LLC, dba Tenzinga agrees to provide the Tenzinga Performance Management System and Leadership Officer Development training as details in the proposal. Additionally, the Miami Valley Fire District agrees to the terms outlined in this proposal and agrees to pay for the services rendered as outlined within.

Upon the Miami Valley Fire District receipt and approval of invoices, Tenzinga shall be paid within thirty (30) calendar days.

**Miami Valley Fire District**

Signed \_\_\_\_\_

Title \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

**TENZINGA**

Signed \_\_\_\_\_ *Wayne J Martin* \_\_\_\_\_

Title\_\_ Senior Sales Consultant \_\_\_\_\_

Printed Name\_\_ Wayne J Martin \_\_\_\_\_

Date \_\_\_\_\_ September 6, 2023 \_\_\_\_\_

**Customer Billing Contact**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

*Thank you for the privilege of partnering with you.*

## **Leadership Development Course Description**

Every organization wants strong leaders who strive to accomplish more with less but who will and stay focused on efficiently and effectively transforming employees at all levels into peak performers who are passionate about their work.

**The Leadership Development process Tenzinga has created will be vital to improving the leadership of your organization.**

This leadership seminar outlines leadership skills that are practical and crucial to effective leadership. The teachings highlight a leadership model which includes coaching, mentoring, and counseling for leaders.

The emphasis for leadership development is to develop each employee into the most effective leader possible. When your leaders are creating leaders, your organization and your resources multiply. With strong leadership, the performance of your department will improve, and your team will be stronger and more satisfied as a result.

**We guarantee we can develop greater leaders for your organization.**

**Through our Leadership Development training we will answer these questions**

- What do leaders get paid for?
- What values can you imprint upon your team that will guarantee results?
- What's the best motivator?
- How do you take an employee from a below standard performance to an above standard performance?
- How do you get someone to agree we have a problem?
- How do you retain your high performers?

## The Leadership Development Course will teach leaders how to

- **Improve communication skills** by being specific, maintaining or building self-esteem, and active listening.
- **Inspire and motivate others.**
- **Be a coach**, not a boss.
- **Recognize achievements** in a wide variety of ways.
- **Get agreement** that a problem exists and gain commitment to work on solving it.
- Effectively **mentor**.
- Tap into the **five thinking processes** people use.
- **Positively confront** below-standard performance.
- Conduct a counseling meeting that is **productive and forward moving**.
- Modify behavior for **improved results**.
- Use the **five conflict management styles** to improve the work environment.
- Understand **what produces conflict and how to skillfully resolve it**.
- **Analyze development needs** by using the appropriate leadership style.
- Master the techniques of **coaching, mentoring, and counseling**.

All of this will be accomplished through active learning, group participation and applying the concepts learned to real-life situations by using case studies and exercises. Contact your Account Manager or Bob Norton ([bob@tenzinga.com](mailto:bob@tenzinga.com)) for more information.



# MEMORANDUM

---

**DATE:** SEPTEMBER 19, 2024

---

**TO:** MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES

**FROM:** STEVEN JOHNSON, FIRE CHIEF

**SUBJECT:** EMS BILLING THIRD PARTY ADMINISTRATOR RECOMMENDATION

---

Outlined below is a brief summary of the three proposals received in response to the District's Request for Proposal (RFP) for a Third-Party Administrator for Emergency Medical Services billing.

Company	Location	Collection Fee	Proj. Collection
Ambulance Billing N.	Moraine, OH	4.95%	\$330-\$335
EMS MC	W-S NC	5.30%	No Avg. Provided
Medicount	Cincinnati, OH	4.75%	\$358.00

As the Board is aware, we were given notice early in 2024 that our current TPA would be terminating our contract on December 31, 2024. Following receipt of this notice, our TPA experienced a serious data breach that resulted in a significant decrease in our EMS billing for this year. We have been working diligently with our current provider and they are just now billing for services rendered from February 19<sup>th</sup> forward. They have agreed to allow our new provider to go back and bill beginning April 1, 2024 to the current time.

Our current collection fee is 5.8%, as you can see each of the proposed providers came in under this percentage. Our current collection amount is budgeted at 1.7 million dollars, with the new figure for 2025 estimated to be 2.0 million dollars. This would place our projected cost at \$95,000 for 2025. This fee percentage is renewable for a three-year period.

After careful review and evaluation of all three submissions, it is staff's opinion that Medicount Management, Inc. is the best choice as the Third-Party Administrator for EMS Billing for the Miami Valley Fire District. Several reasons for our decision are outlined below:

- Significant number of area departments that utilize the company
- Local representative that through experience is extremely responsive.
- Projected high annual revenue rate
- Collection fee was the lowest
- Online portal is user friendly allowing constant monitoring by MVFD staff

Therefore, it is staff's recommendation that Medicount Management, Inc. be selected as the Third-Party Administrator (TPA) for EMS Billing Services for the Miami Valley Fire District to commence immediately upon Board approval and continuing for a contracted period of Three (3) years.

RESOLUTION NO. 2024-15

A RESOLUTION TO AUTHORIZE THE MIAMI VALLEY FIRE DISTRICT CLERK TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT ON BEHALF OF THE DISTRICT WITH MEDICOUNT MANAGEMENT, INC. FOR EMERGENCY MEDICAL BILLING SERVICES COMMENCING ON SEPTEMBER 19, 2024.

WHEREAS, the City of Miamisburg, Ohio and Miami Township, Montgomery County, Ohio created the Miami Valley Fire District (the "District") consistent with Ohio Revised Code Section 505.371 via Joint Resolution, City Resolution No. 2786 and Township Resolution No. 121-2011; and

WHEREAS, the existing EMS billing company has given notice that they will no longer provide this type of services to the District effective December 31, 2024; and

WHEREAS, the District solicited and received proposals from billing agencies for EMS billing services; and

WHEREAS, the District received three proposals, and after review of the submitted bids, it has been determined that Medicount Management, Inc. submitted the lowest and best bid by a responsible bidder for EMS billing services;

NOW, THEREFORE, BE IT RESOLVED BY THE MIAMI VALLEY FIRE DISTRICT BOARD OF TRUSTEES THAT:

Section 1. The District Clerk is authorized to enter into a professional services agreement with Medicount Management, Inc. for EMS billing services to commence on September 19, 2024.

Section 2. This Board hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 4. This resolution shall be in full force and effect September 19, 2024, and shall supersede any prior resolution or act of this Board, which may be inconsistent or duplicative with the provisions of this resolution.

Adopted this 19<sup>th</sup> day of September 2024.

_____	_____
John Stalder, President	Yes/No
_____	_____
Terry Posey, Trustee	Yes/No
_____	_____
Ann-Lisa Allen, Trustee	Yes/No
_____	_____
Greg Bell, Trustee	Yes/No
_____	_____
Frank Fritsch, Trustee	Yes/No