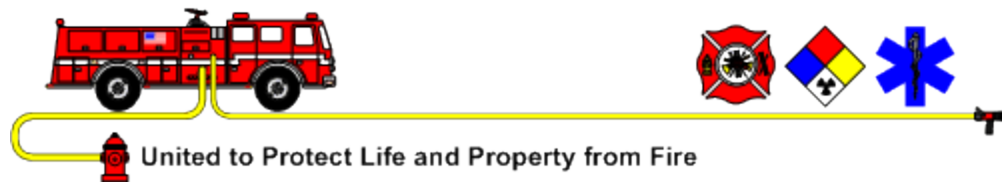


# WASHTENAW AREA MUTUAL AID ASSOCIATION



## WAMAA Minutes

Tuesday, October 6, 2020

9:00AM Via Zoom

1. Pledge of Allegiance/Sign in – President Rachwal opened today’s meeting at 9AM. He thanked everyone for joining today’s call.
2. Correspondence - None
3. Adoption of Agenda - Approved
4. Treasurer Report – Stone provided the following basic information:
  - a. UMCU accounts have been closed
  - b. Statement of Activity distributed
  - c. Chase Bank account balances, as reconciled against Sept bank statement:  
Checking \$63,444.08  
Savings \$13,082.06
  - d. New Budget Format –Kennedy provided detailed information regarding the anticipated budget process, as we’re looking to follow a calendar based Fiscal Year which will match our dues process. We are going to adopt budgets for the upcoming FY by December. TRT and Training will submit their proposed budgets. Rachwal summarized that we are basically moving towards a process which all fire departments are used to from a municipal accounting perspective. Discussion followed. Flexibility & budget adjustments are to be expected. Statement of Activity Report shows expenses throughout the year.
    - Rachwal made a motion to adopt the discussed budget process starting for FY2021. Seconded by Smith. Discussion followed as it was mentioned that the expectations surrounding this budget process should be put in writing. Nicholai reminded that there may issues related to calendar year and the State’s budget process for grant purposes. After much discussion, it was decided to table this motion until next month. Rachwal will draft a budget policy for review during the next meeting. More to come. Unanimous approval to table this motion until next meeting.
  - e. Reimbursement Policy – Rachwal reviewed the specifics of the reimbursement policy, which tied into the Budget discussion. Vote to occur later in today’s call.

5. Training Report – distributed via email to members. Nicholai summarized their recent activities. Rachwal requested to review the class critique / feedback survey, when available. Nicholai will share as soon as he receives.
6. HazMat Report – Russ Girbach reported they still have 31 members. This last month had two drone trainings. Workday update, as 75% of the foam has been compiled onto one truck. Golf outing was very successful (30 teams).
7. TRT Report – distributed via email to members. Chevrette summarized their activities. Discussion followed on space needed for storing vehicles.
8. MABAS Report – Rachwal reported that a statewide exercise is scheduled for the evening of Wed, Oct 14<sup>th</sup>. Kasten confirmed the date/time. Rachwal provided info surrounding drone availability & validation.
9. Dispatch Report – Kristin Kasten provided a brief report. Please turn in Response Packages, as there are a few that haven't turned them in. Discussion followed on ProQA & COVID definition sheet. More to come. Next meeting Oct 22<sup>nd</sup>. Phone switch happened last week, with minimal glitches.
10. Washtenaw County 800 MHz Consortium Report – Craig Swenson reported that they are working on finalizing billing. The county has a new finance system. Commended the TRT team on their idea for Motorola radios when on the water, a very good solution as these will work out very well. Tablets seem to be successful. Pager training from last week went very well. Rachwal said this was a very advanced class. May want to have another basic class in the near future, which Gleason reiterated would be helpful. Rachwal suggested a "cheat sheet" from the expert for reference purposes.
11. Medical Control Report – Gleason provided an update. Quality Assurance reports, if HVA arrives on scene first you do not need to report yourself. Rarely used Cyanide kits will be carried by HVA supervisor. They are discussing if FD's should carry.
12. Officers Committee Report – Nicholai had nothing to report, as their next meeting is scheduled later this month.
13. HART Report – Simpson provided a brief update.
14. Old Business – None.
15. New Business
  - New budget format – discussed earlier, during treasurer's report. It was agreed that we will move toward a calendar year budget for Gen Ops, TRT & Training.
  - Association Documents for Review & Discussion: Gentry provided details and insight on the following documents that were distributed to the members for their review.
    - o WAMAA Agreement – Motion by Rachwal to adopt the WAMAA Agreement, supported by Smith. Discussion followed on importance of roll call vote & Robert's Rules. Motion Carried. Passed 13-2 (see attached roll call vote)
    - o WAMAA Bylaws – Motion by Rachwal to adopt bylaws with updates recommended during meeting. Supported by Kennedy. Discussion followed. Roll call vote followed. Motion carried. Passed 8-7 (see attached roll call vote).
    - o WAMAA Reimbursement Policy – see earlier discussion during today's treasurer's report
16. Next meeting – November 3, 2020 – 9AM via Zoom.
17. Adjournment – 10:08AM.

Roll call vote from October 6, 2020 meeting

|   | WAMAA Agreement Vote | WAMAA Bylaws Vote |
|---|----------------------|-------------------|
| Charter Township of Ann Arbor<br>Fire Chief Mark Nicholai | YES                  | NO                |
| Charter Township of Augusta<br>Fire Chief Dave Music      | NA                   | NA                |
| Charter Township of Green Oak<br>Fire Chief Kevin Gentry  | YES                  | YES               |
| Charter Township of Pittsfield<br>Fire Chief Sean Gleason | NO                   | NO                |
| Charter Township of Superior<br>Fire Chief Vic Chevrette  | NA                   | NA                |
| Charter Township of Van Buren<br>Fire Chief Amy Brow      | YES                  | NO                |
| Charter Township of Ypsilanti<br>Fire Chief Eric Copeland | NA                   | NA                |
| Chelsea Area Fire Authority<br>Fire Chief Rob Arbini      | YES                  | YES               |
| City of Ann Arbor<br>Fire Chief Mike Kennedy              | YES                  | YES               |
| City of Belleville<br>Fire Chief Brian Loranger           | YES                  | NO                |
| City of South Lyon<br>Fire Chief Robert Vogel             | YES                  | YES               |
| City of Ypsilanti<br>Fire Chief Ken Hobbs                 | YES                  | NO                |
| Village of Clinton<br>Fire Chief Dennis Keezer            | NA                   | NA                |
| Dexter Area Fire Department<br>Fire Chief Robert Smith    | NO                   | NO                |
| Hamburg Township<br>Fire Chief Nick Miller                | YES                  | YES               |
| Manchester Township<br>Fire Chief Bill Scully             | NA                   | NA                |
| Milan Area Fire Department<br>Fire Chief Bob Stevens      | NA                   | NA                |
| Northfield Township<br>Fire Chief William Wagner          | YES                  | YES               |
| Salem Township<br>Fire Chief James Rachwal                | YES                  | YES               |
| Saline Area Fire Department<br>Fire Chief Craig Hoeft     | YES                  | NO                |
| Scio Township<br>Fire Chief Houde                         | YES                  | YES               |
| Sumpter Township<br>Fire Chief Joseph Januszyk            | NA                   | NA                |