

## Riceville Volunteer Fire Department

November 12th 2018

Minutes

**BOD Members present:** Judy Dillingham, Dan Friday, Andrew Clark, Mark Dillingham, Dean Reed, Lisa McCallister, Mark Curran, Dereck Lindsey, Danny Arnold and Chief John Coffey came in a little late.

Judy calls meeting to order at 6:36pm.

Dan F. asks for a moment of silence since it is Veterans Day

Moment of silence taken

Judy asks if we have a treasures report

Dan F. reads the minutes from both the annual meeting and the October monthly meeting

Andrew C. makes a motion to accept the minutes

Dean R. seconds

Vice vote unanimous, Minutes accepted.

Judy asks if we can have the treasurers' report.

Dover Asks Mark D. to introduce Katie our bookkeeper.

Mark D. introduces Katie Payne.

Katie says she has been doing this for over five years.

Dover mentions that Katie makes his job easy and then gives the treasures report. He mentions the new chairs in the ready room. He also mentions that we need gear lockers and some major work on one of the engines.

Mark asks Scott Hues to give us his report from JPS

Scott gives us his report. He would like us to change from cash basis to full accrual accounting in order to give us a more accurate accounting of our organization. We would need to do something with the accrued absence policy. He would like to see more controls for approval of transactions, formalizing a policy for approvals of expenditures and replacing personnel policy.

Andrew C. thanks Scott for what he has done and says it is very beneficial.

Danny A. asks about the operations portion of the audit.

Scott mentions that Perry has that portion of the audit and it will be printed as soon as Perry gives it his approval.

Discussion of cash vs. accrual basis. EMS billing would have the biggest impact if we changed to accrual basis.

Dean R. asks Katie how hard it would be for her to change to accrual accounting.

Katie says it would not be hard that she already has all of the info to make that happen.

Dan F. asks if it would change how we deal with not charging the citizens of the Riceville community.

Scott we would write it off and we carry enough of a reserve to do that. Now on entering the bills when they come in we end our accounting at the end of the month even if we don't get billed for fifteen days later.

Judy D. If we decide to change to accrual accounting when would you suggest we do it at the end of the year or when.

Scott It depends if we do it just for the end of the year or to do it completely. The best time might be July first of 2019. There will be several changes due to our nonprofit status.

Discussion about page three and increases in revenue.

Mark C. asks Katie who does our EMS billing

Katie answers Andres Medical Billing who is a division of Fire Republic.

Mark C. What do we do with non residents who don't have insurance?

John Coffey We send them three bills and if they don't pay it they don't pay it. We do not take them to collections.

Mark C Just curious why.

John Coffey says that's just the policy.

Danny A. How much goes unpaid.

Katie I'll have to get that report.

John Coffey The VA is the worst I'm constantly resubmitting claims and they come back that they are not paying it.

Mark C. can we ask to see how much goes unpaid. Do I have the authority to ask Katie to do that?

The BOD says yes by acclimation.

Discussion about the policy of not going to collections with unpaid invoices.

Judy D. Any other questions

The BOD thanks Scott

Judy D. do we have a chiefs report.

John Coffey gives the report.

Mark C. asks about mutual aid numbers in the report.

John C. Estimates 90% of mutual aid numbers is EMS and these numbers are us giving mutual aid. And we received mutual aid twice.

Danny A. asks for clarification of the question and answer.

A member of the community asks about whether Riceville community members are billed when outside services come into Riceville.

John C. answers that the county policy that exempted Riceville residents was not in writing and that the county will no longer honor it.

Dan F. Just for my information is that a Buncombe county commissioners policy or Jerry Vehan's policy.

John C. That was a policy that was never in writing. When I became Chief I asked Vehan about that and it was mumbled if you get something just bring it to me and we will talk about it.

Dan F. could we go over Vehan's head and ask the commissioners that this be considered as a legitimate policy.

John C. from what I was told we are the only fire district that is given this courtesy. If they give us that courtesy they will have to give it to everybody.

Danny A. Moves his seat so that he can hear.

John C. That billing policy is coming to a close.

Danny A. Gets back up to speed.

John C. It used to be the case that Thad and Jerry Vehan had verbal policy that when Buncombe county EMS came into our district that Vehan would make that bill go away.

Danny A. For Riceville residents

John C. For Riceville residents

Mark C. The balance of the bill not the whole bill

John C. The whole bill

Mark C. the whole bill

John C. the whole bill, so I've taken three bills in this year the first one was yea alright I'll do it. These last ones I was told that he might not be allowed to do that anymore and it was out of his control. Because that is something the county finance department frowns upon when a department head erases income.

Discussion:

Danny A. is our policy of not billing Riceville residents in writing and if not let's get that written down.

Judy D. is that common in other departments.

John C. I couldn't tell you.

Discussion:

John C. Buncombe County EMS if you don't pay your bill they put a lien on your property and if you don't own property they take you to court.

Discussion:

Dean R. the Fire Department is here to serve you not to take your money. If we go and try to get all we can we will make a PR problem for ourselves.

Discussion:

Andrew C. Educating the community on the reality of situation is key here.

John C. Update on the roof is that there is more to the insurance claim I need dates and stuff for the claim. Halloween was a hit that was Allan Blount's idea. Next year some of the churches will help as well. The open house could have been worse. We had a lot of completion and we moved the date.

Discussion:

John C. update on the gear extractor the deposit has been paid by the fire fighters fund. The community event notification system has some bugs but it's getting resolved.

Judy D. I have a request; I would like a list of priorities like for fundraising that we can target. We can have some events and target the departments' needs.

John C. the auxiliary wants to do something. We need to advertise events better.

Andrew C. If we touch one person that is a success. There are numerous outlets that we can use.

Discussion:

Judy D. is there anything else, Thank you

Judy D. Is there any old business that we need to look at.

Mark D. are you going to talk about pay stubs and such. As long as you don't talk about an individual we don't need to go into executive session.

John C. When they hear the numbers there not going to be any secrets.

Mark D. are you going to talk about specific individuals.

John C. yes a few.

Mark D. then let's go into executive session. Let's keep Dover and Katie since they do the financials and dismiss everyone else.

Andrew C makes a motion to adjourn

Dan F. seconds

Voice vote unanimous. BOD adjourns to executive session 7:53

.John Coffey

Judy D,

Judy D. Is there anymore new business.

Voice vote unanimous.

BOD adjourns 8:40