



Monroe Fire Protection District



MINUTES OF MEETING OF THE BOARD OF TRUSTEES

Chair Vicky Sorensen called the meeting of the Board of Trustees of the Monroe Fire Protection District to order at 6:00p.m. EST Wednesday, January 14, 2026. The meeting was held in person at Station 21, located at 9094 S. Strain Ridge Road, Bloomington, Indiana and via Zoom for public to view. Public notice of the meeting had been duly made to local media by email transmission and hard copy notices had been placed in all the usual places.

Administrative Assistant Tammy Bovenschen called the roll of the board of trustees to determine members present, absent, and to identify others present via Zoom.

Present in person were as follows: Vicky Sorensen, Chair
Michael Baker, Fiscal Officer
John Bernstein, Trustee
Susan Hingle, Trustee
Mark Kruzan, Vice-Chair
Kevin R. Robling, Trustee

Those absent were as follows: Bill Tusing, Deputy Chief of Logistics
Dan Vest, Trustee

Others present were as follows: Dustin Dillard, Chief
Jeffrey Combs, Deputy Chief, Administration
Matt Bright, Deputy Chief, EMS & Operations
Steve Coover, Deputy Chief, Community Risk Reduction
Danny Gillespie, Assistant Chief of Training
Christine Bartlett, Attorney, Ferguson Law
Nick Powell, Fleet Manager
Tammy Bovenschen, Administrative Assistant
Lorie Robinson, Financial Assistant
Darrell Cooper, IT Specialist

CHANGES OR AMENDMENTS TO THE AGENDA

Chair Vicky Sorensen asked if there were any changes or amendments to the agenda. Administrative Assistant Tammy Bovenschen stated no changes or amendments.

**HEADQUARTERS
3953 S KENNEDY DRIVE
BLOOMINGTON IN
812-331-1906
812-336-1166 (FAX)**

PUBLIC COMMENT

Chair Vicky Sorensen explained this was the time when any member of the public could speak to the board concerning any matter not listed on the agenda. No public comment.

OATH OF OFFICE

Attorney Christine Bartlett explained the sworn in oath is for reappointed members – Chair Vicky Sorensen, Fiscal Officer Michael Baker, Trustee John Bernstein, and Trustee Kevin Robling. Attorney Bartlett recommended all four members of the board read it simultaneously out loud together.

ELECTION OF OFFICERS

Trustee Kevin Robling made a motion to keep the board members in the same role for 2026 – Chair Vicky Sorensen, Vice-Chair Mark Kruzan

Trustee Sorensen noted that per the By-Laws, the Fiscal Officer is not elected

Trustee Susan Hingle 2nd

Bernstein – Yes, Hingle – Yes, Baker – Yes, Sorensen – Yes, Kruzan – Yes, Robling – Yes

Motion passed 6-0

MINUTES OF PREVIOUS MEETING

Minutes from December were presented to the board for approval.

Trustee Kevin Robling made a motion to approve the minutes.

Vice-Chair Mark Kruzan 2nd

Motion passed 6-0

DEPARTMENT UPDATES

Department Updates

a. Legal Updates

Legal Counsel, Christine Bartlett stated she’s keeping track with the Chief on pinpointing bills in the House and Senate that are worthy of following. Assisting with that process and keeping an eye on the Richmond Township situation, so we know for the future.

b. Statistics

Deputy Chief Matt Bright updated the board the monthly statistics for December.

TOTAL Emergency Calls	479
Fire Calls	17
Structure	10
Vehicle	3
Wildland	0
Other	4
Over Pressure Rupture, Explosion, Overheat	0

EMS Calls	281
<i>Medical</i>	
<i>EMS Crew Assist</i>	
<i>Motor Vehicle Accidents</i>	25
Hazardous Conditions	13
Service Calls	78
Good Intent Calls	10
False Alarms	55
Severe Weather	0
Special Incidents	0
Incidents by District Station	479
Station 21	32
Station 22/HQ	155
Station 23	9
Station 24	26
Station 25	40
Station 26	14
Station 29	109
Station 39	22
Station 81	72

2025 SUMMARY

Incidents by Category	116
Fires	213
Over Pressure	4
Emergency Medical Service Calls	3566
Hazardous Condition (no fire)	258
Service Calls	606
Good Intent Calls	711
False Alarms	354
Severe Weather	10
Special Incidents	5

2025 TOTAL – 5727

2024 TOTAL – 5341

Incidents by District Station	5727
Station 21	433
Station 22/HQ	1829
Station 23	98
Station 24	445
Station 25	443
Station 26	131
Station 29	1229
Station 39	325
Station 81	794

Ambulance 21	35
Ambulance 22	844
Ambulance 23	92
Ambulance 29	78

Total Patient Transports **436**

Average Response 2025 (dispatch to arrival)	7 min 53 sec
Average Turnout 2025 (dispatch to enroute)	1 min 01 sec
Average Time 2025 on Scene	30 min 40sec

c. Emergency Medical Services & Operations

Deputy Chief Matt Bright updated the board on EMS & Operations

Current Situation:

- Data uploads and set up for First Due Software – the process continues
 - Continuing work with Staffing module
 - Working on asset and equipment imports
 - Working on apparatus checklists
- Working on identified issues within the First Due Reports and staffing
- Beginning work on operational guideline review and revisions

Accomplishments:

- Went live with new incident reports January 1, 2026

Planned Activities:

- Continue with First Due module set ups
 - Training
 - Occupancy/Preplan
- Continue with Specifications and Equipment for Engine/Boat
- Work to create a variety of long-term options to address the EMS transport situation in the county

Vice-Chair Mark Kruzan asked for clarification on the last bullet point under planned activities. Deputy Chief Matt Bright explained the transport situation in the county is something we need to ensure we have a plan in place for - if the need for us becomes more than we currently provide. Vice-Chair Kruzan asked how much the county is already engaged with us? Chief Dustin Dillard explained we have tried with IU Health, we will formulate options (it's better for MFPD to have options).

d. Fleet

Fleet Manager Nick Powell updated the board on Fleet:

Current Situation:

- Maintenance:
 - 18 minor
 - 4 moderate
 - 3 major

- 3 out of service for 1+days
 - Engine 21 – Loss of power
 - Engine 22 – Coolant leak, Check engine light
 - Ladder 21 – Ladder slow to raise

Accomplishments:

- Received a Flir K2
 - Station 21 Flir K2 replaced under warranty \$1,040.00 value
- Cold Weather Procedure Implementation
 - Implemented a cold weather operation procedure for apparatus/dry pump
 - Winter apparatus operation reminders sent to crews
- UTV Course
 - Attended a train UTV safety course in Radcliff, KY

Planned Activities:

- Obtaining Quotes
 - Obtain quotes for pump services and testing for 2026
- Tool and Equipment Warranties
 - Create a spreadsheet to track tool and equipment warranty claims.
Example: the K2FLIR warranty claim
- Rescue Skid
 - Install EMS Rescue Skin in UTV 22

Vice-Chair Mark Kruzan asked when it says out of service for one or more days, does that mean they're currently out of service, or they were and are back now? Fleet Manager Nick Powell explained one or more days means they're currently out.

e. Training

Assistant Chief Danny Gillespie updated the board on Training:

Current Situation:

- Ice Rescue Training
 - Initial data set for January 20th. We will certify a group of instructors who will then teach the rest of the department
- Winter Fire School
 - January 30th – February 1st: 15 members registered to attend. MFD has a strong presence at this State wide training opportunity and that will continue

Accomplishments:

- Driver Operator Aerial
 - 22 students – skills evaluation and testing 12/11 – all MFD students passed
- Worked with IVY Tech to create academy EMT certification course
- Company Level Training
 - Streets and Maps, ASV Audit and Review, Project Lifesaver, Cold Water Rescue and Burns

Planned Activities:

- ICS 300 & 400 class hosted by BFD – 7 members registered
 - ICS 300 – February 2nd – 4th
 - ICS 400 – February 17th – 18th
- Meeting with BFD on 2026 joint recruit academy

Training Hours:

- Company Training
 - December Training Hours – 2,564

f. Community Risk Reduction

Deputy Chief Steve Coover updated the board on Community Risk Reduction.

Current Situation:

- Creating a program for Citizen Fatality Notification and Family Support
- Collaborating with Meadows Hospital regarding Spice/K2 vaping pods psychosis

Accomplishments:

- Events: Five Santa Parades, Driving Santa to Harrodsburg, and Smithville, hosted two birthday celebrations, Breakfast with Santa, CPR course

Planned Activities:

- Two scheduled CPR courses for outside organizations

Fire Inspections:

- Fire Safety Inspections – 24
- Re-Inspections – 3
- New Construction Inspections – 4
- Plans Review – 0

Vice-Chair Mark Kruzan asked how often MFD come across drugs and what precautions are being taken? Deputy Chief Steve Coover stated they utilize BSI and are trained to look at the scene to make sure all is clear (which is incorporated in training each year). Deputy Chief Coover explained all the steps that are taken to prevent cross contamination/exposure in instances related to drugs.

Long discussion.

Vice-Chair Mark Kruzan asked how often MFD come across needles? Deputy Chief Steve Coover stated it's very common.

g. Financial – Claims

Financial Assistant Lorie Robinson presented financial summary for December 2025.

Current Situation:

- Year-end financial projections
- 2026 Budget worksheets and AP processes being created

Accomplishments:

- Received and processed the fall settlement:
 - \$4,833,354.32 – Property & Excise Tax
 - \$6,235.00 – Commercial Vehicle Tax (CVET)
 - \$16,955.28 – Deduction for State and Federal Examination of Records
 - Total Deposits – \$4,872,634.04
- Received \$6,099.25 from INDOT as reimbursement for the I-69 Hazmat incident
- Received \$12,166.65 from Bloomington Township grant for the Alert System at Station 25

Planned Activities:

- Annual Financial Report – Due February 27th

EMS Revenue & Collections:

- Added the active accounts receivable – December: \$111,136.02
- General Summary – 90.8%
- Cumulative Fund – 88%
- Used 90% of the appropriation

Trustee Kevin Robling asked if MFD is doing a cost analysis of expenses for the ambulances? Chief Dustin Dillard stated cost is mainly personnel and fuel costs. EMS supplies is a normal expense anyways from the firehouse running to a scene. Long discussion going back to the EMS transport situation with the county and zones.

Trustee Kevin Robling requested a total cost analysis of expenses for ambulances.

Trustee Susan Hingle asked what is the motivation and purpose behind this? Chief Dustin Dillard explained we're honoring the commitment the county asked of us.

Fiscal Officer Michael Baker mentioned that long term the state is looking at EMS tax which is to pay for this in counties throughout the state, potential revenue in EMS tax. Chief Dustin Dillard stated the county will levy the tax at contract with the provider. Deputy Chief Matt Bright chimed in saying it's never been a particular conversation in the past – potential getting money out of Public Safety (LIT funds), but not specific EMS tax. Long discussion.

Trustee Susan Hingle asked based on cost - if charges aren't actually the expense. Deputy Chief Matt Bright explained all charges are based on the Medicare/Medicare Reimbursement Rate. This was to help maximize our return.

Fiscal Officer Michael Baker stated ultimately down the road if the cost of MFPD to run ambulance service is dictated by the state or the county, there needs to be some sort of mechanism to make balance that. Chief Dustin Dillard explained it will not fund itself.

Most calls are inside the City of Bloomington and Richland Townships.

Trustee Kevin Robling commented on ambulances being staffed, no runs – we would know what the expense was for personnel? Chief Dustin Dillard stated yes, \$37,000.00 a month to staff per month.

Chair Vicky Sorensen asked why we went over on the substitute emergency overtime pay. Chief Dustin Dillard explained that it's the full-time equivalent issue. We have those full-time equivalent people that we've hired into full-time ranks. They're getting paid out of that and we're filling positions with substitute emergency overtime that were previously filled by full-time equivalence. Once we get through this hiring process, the full-time equivalent line expenditures will go up and the overtime substitute should go down.

Chair Vicky Sorensen asked what the color guard supplies is. Deputy Chief Jeffrey Combs explained it's anything like the funeral supplies, the uniforms, etc. Majority of the expenses out of that line are firefighters Class A uniforms.

h. Administrative Report

Deputy Chief Jeffrey Combs updated the board on Administration Report.

Current Situation:

- Monitoring legislative session and changes to 2025 SEA1
- 2026 hiring process
- Working on 100R reporting to state

Accomplishments:

- Joined MCCSC's superintendent and other community leaders for the Cross-Town Rivalry game at BHSN
- Department Breakfast with Santa was a big success
- Verified all open enrollment with employees and completed new spreadsheet for 2026

Planned Activities:

- Meet with Fire Services Inc. to discuss issues with Rev Group products
- Meeting with Bean Blossom Township Volunteer Fire Department Volunteers
- Complete new payroll voucher utilizing first due reporting

Personnel Report:

- New Hires – Full Time – 0
- New Hires – Part-Time – 0
- New Hires – Substitutes – 1
- Retirements – 1
- Promotions – 0
- Resignations – 0

Volunteer Hours December: 152

Volunteer Hours April-December: 1,750

Received shout out from Carmel Fire Department.

Fiscal Officer Michael Baker asked if there's any updates on Salt/Polk/Richland Townships? Chief Dustin Dillard stated that he's reached out to Salt & Polk.

Vice-Chair Mark Kruzan commented thanking the Commissioners at the county level for how they handled the townships merger. In addition to that, Vice-Chair Kruzan stated to each employee, very impressive – thank you.

UNFINISHED BUSINESS

a. MFD Board By-Laws

Legal Counsel Christine Bartlett presented the MFD Board By-Laws in December and provided the updated version. Cleaned up language and indicated by the statute Fiscal Officers are supposed to be a bonded employee of the board, not an officer. Those edits have been made. 4.8 – additional grounds added for executive session.

Vice-Chair Mark Kruzan asked about Fiscal Officer, Article 5.1 – it talks about after the Chair and Vice-Chair, the Fiscal Officer shall preside the means of the board. Vice-Chair Kruzan mentioned that it currently works with Fiscal Officer Michael Baker; however, if we get to a point that the Fiscal Officer isn't a board member, he doesn't find it appropriate to preside the means to a non-appointed person.

Legal Counsel Christine Bartlett indicated last clause of 5.1 would be stricken.

Vice-Chair Mark Kruzan made a motion to approve with legal counsel's amendment.
Trustee Kevin Robling 2nd
Motion Passed 6-0

Trustee Kevin Robling made a motion to approve Amended By-Laws.
Fiscal Officer Michael Baker 2nd
Motion Passed 6-0

b. Year End Encumbrances

Administrative Assistant Tammy Bovenschen indicated they are tabling the Year End Encumbrances until next month.

Trustee Kevin Robling made a motion to table Year End Encumbrances until next month.
Vice-Chair Mark Kruzan 2nd
Motion Passed 6-0

NEW BUSINESS

a. Inventory Retirement

Fleet Manager Nick Powell presented the inventory MFD would like to retire – 2001

Dodge Dakota Quad. To repair it'll cost \$4,300.00 - verbal quote. Ideally, scrapping it for training and education purposes.

Trustee John Bernstein asked if we had another Dodge? Fleet Manager Nick Powell indicated that's the only Dodge we have.

Trustee Kevin Robling made a motion to approve retire 2001 Dodge Dakota Quad.
Vice-Chair Mark Kruzan 2nd
Motion Passed 6-0

b. 2025 GAAP Report

Chief Dustin Dillard presented the 2025 GAAP Report indicating it's the same thing MFD has done in the last few years. Part of the GAAP audit that we're part of as a binding unit of Monroe County, we pay for our portion of that audit. This is their annual cost for services, no issues or concerns. However, this is probably the year we need to start conversing with the county about this as we enter SEA1.

Financial Assistant Lorie Robinson mentioned the arrangement with Hartman & Williams this year was not to exceed \$8,000 without coming back to them first. Last year it only cost around \$4,100.

Trustee Kevin Robling made a motion to approve 2025 GAAP Report.
Trustee John Bernstein 2nd
Motion Passed 6-0

FINANCIALS

a. Financial – Claims

Financial Assistant Lorie Robinson presented claims December 2025. Total claims - \$447,539.26

Trustee Kevin Robling made a motion to approve the claims for December 2025.
Fiscal Officer Michael Baker 2nd
Motion Passed 6-0

b. Payroll

Administrative Assistant Tammy Bovenschen presented the December monthly payrolls for approval on 1st, 2nd, 15th, and 30th.

- December 1st
 - Vacation Sell Back – Totaling \$53,242.33
 - Trustee Compensation – Totaling \$5,884.34
 - Incentives – Totaling \$128,600.57
- December 2nd
 - HSA Employer Distribution - \$33,169.88
- December 15th
 - Payroll – Totaling \$268,934.66

- December 30th
 - Payroll – Totaling \$308,434.47

Trustee Kevin Robling made a motion to approve the payrolls for December as presented.

Fiscal Officer Michael Baker 2nd

Motion Passed 6-0

c. Financial – Statement

Financial Assistant Lorie Robinson presented the financial statement to the board for December approval. Financial Assistant Robinson noticed on the fourth page of the financial statement under activity, scrivener errors, and will ask the accounting company to make updates.

Trustee Kevin Robling made a motion to approve the financial statement for December with scrivener errors as indicated.

Trustee Susan Hingle 2nd

Motion Passed 6-0

ADDITIONAL COMMENTS

Chief Dustin Dillard mentioned that Administrative Assistant Tammy Bovenschen noticed another scrivener error in the salary ordinance under Officer Pay Chauffeur. It should be \$5,500 and it's \$5,550 instead. We will bring the Salary Ordinance with all scrivener's errors corrected at the February meeting.

NEXT MEETING

Chair Vicky Sorensen stated that the next meeting will be in person on February 11, 2026, at Station 25, located at 5081 N. Old State Road 37, Bloomington, Indiana. The meeting will also be held via zoom.

ADJOURN

Chair Vicky Sorenson made a motion to adjourn at 7:15p.m.

Minutes approved by the board of trustees on February 11, 2026:

Aye:



Vicky Sorensen, Chair

Mark, Kruzan, Vice-Chair

Nye:

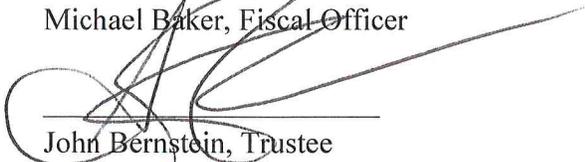
Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair



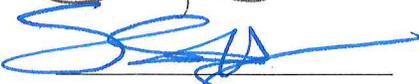
Michael Baker, Fiscal Officer

Michael Baker, Fiscal Officer



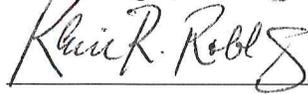
John Bernstein, Trustee

John Bernstein, Trustee



Susan Hingle, Trustee

Susan Hingle, Trustee



Kevin R. Robling, Trustee

Kevin R. Robling, Trustee



Dan Vest, Trustee

Dan Vest, Trustee

Copy furnished:

- Mrs. Vicky Sorensen, Chair
- Mr. Michael Baker, Fiscal Officer
- Ms. Susan Hingle, Trustee
- Mr. Daniel Vest, Trustee
- Mr. David Ferguson, Legal Counsel
- Headquarters, Bulletin Board
- Station No. 22, Bulletin Board
- Station No. 24, Bulletin Board
- Station No. 26, Bulletin Board
- Station No. 39, Bulletin Board

- Mr. Mark Kruzan, Vice-Chair
- Mr. John Bernstein, Trustee
- Mr. Kevin R. Robling, Trustee
- Mr. Dustin Dillard, Fire Chief
- Mrs. Christine Bartlett, Legal Counsel
- Station No. 21, Bulletin Board
- Station No. 23, Bulletin Board
- Station No. 25, Bulletin Board
- Station No. 29, Bulletin Board