



# 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, November 12, 2025. 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
- Dan Vest, Trustee

Those absent were as follows:

- Matt Bright, Deputy Chief, EMS & Operations
- Jeffrey Combs, Deputy Chief, Administration

Others present were as follows:

- Dustin Dillard, Chief
- Steve Coover, Deputy Chief, Community Risk Reduction
- Danny Gillespie, Assistant Chief of Training
- Christine Bartlett, Attorney, Ferguson Law
- Nick Powell, Fleet Manager (via Zoom)
- 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 the location of the October 8<sup>th</sup> meeting was incorrect and should have reflected Station 25.

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**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.

## **MINUTES OF PREVIOUS MEETING**

Minutes from the October were presented to the board for approval.

Trustee John Bernstein made a motion to approve the minutes.

Trustee Susan Hingle 2<sup>nd</sup>

Trustee Kevin Robling abstained

Motion passed 6-0

## **UNFINISHED BUSINESS**

There was no unfinished business this month.

## **DEPARTMENT UPDATES**

### **Department Updates**

#### **a. Legal Updates**

Legal Counsel, Christine Bartlett stated she's been working with the Chief on personnel handbook stuff.

#### **b. Statistics**

Chief Dustin Dillard updated the board the monthly statistics for October.

<b>TOTAL Emergency Calls</b>	<b>484</b>
Fire Calls	15
<i>Structure</i>	9
<i>Vehicle</i>	1
<i>Wildland</i>	5
<i>Other</i>	0
Over Pressure Rupture, Explosion, Overheat	0
<b>EMS Calls</b>	<b>302</b>
<i>Medical</i>	178
<i>EMS Crew Assist</i>	90
<i>Motor Vehicle Accidents</i>	34
Hazardous Conditions	16
Service Calls	53
Good Intent Calls	70
False Alarms	28
Severe Weather	0
Special Incidents	0
<b>Incidents by Township</b>	<b>319</b>
Benton	17
Bloomington	34

Clear Creek	37
Indian Creek	9
Perry	84
Van Buren	122
Washington	16
<b>Incidents – Contracted Townships</b>	<b>27</b>
Polk	7
Salt Creek	20
<b>Incidents by Aid Given</b>	<b>138</b>
Bean Blossom	1
Bloomington City	71
Ellettsville	27
Richland Township (EFD)	32
Greene County	4
Lawrence County	1
Brown County	0
Owen County	2
Morgan County	0
<b>AID Received - Year to Date</b>	<b>373</b>
<b>Station 81 Response</b>	
<b>Engine 81- 72</b>	<b>Squad 81 – 0</b>
Average Response (dispatch to arrival on scene)	7 min 28 sec
Average Turnout (dispatch to enroute)	0 min 58 sec
Average Time on Scene	26 min 39 sec
<b>October SOR (Statements of Refusal) signed:</b>	<b>10</b>

Trustee Dan Vest asked if calls outside the district counted in averages. Chief Dillard stated yes.

#### c. Emergency Medical Services & Operations

Chief Dillard updated the board on EMS & Operations

Current Situation:

- Data uploads and set up for First Due Software – the process continues
  - Test group using EMS and Fire Reporting
  - Initiating assets and training modules
- Special event coverage at area high school football games is ongoing

Accomplishments:

- Received the initial batch of data from EMS Vending Machine

- All WPE have been completed
- Ice Rescue suits distributed to stations for winter

Planned Activities:

- Continue with First Due module set ups and go live with EMS/Fire reporting
- Continue with Specifications and Equipment for Engine Boat

Trustee John Bernstein asked about thermal imaging, how is that used in fire situations? Assistant Chief Danny Gillespie explained how they are used. Helps to see heat in a room “heat signature of a person”. Identifying by color on our screens determining where there is fire or where fire is hiding (behind a wall/ceiling) to limit damage. All handheld units.

Chair Vicky Sorensen asked about the basketball games, are we not needed? Chief Dustin Dillard explained that IHSAA requires an ambulance for football games.

**d. Fleet**

Fleet Manager Nick Powell updated the board on Fleet:

Current Situation:

- Maintenance:
  - 18 minor
  - 0 moderate
  - 2 major
  - OOS 2 out of service for 1+days
    - Engine 23 – Air Pressure Issues

Accomplishments:

- Darley Pump Certification
- HME, and Fire Boat visits

Planned Activities:

- Battery Replacement Schedule
  - Build a battery replacement schedule based on a 5-year plan

Trustee Susan Hingle thanked Fleet Manager Nick Powell for being proactive.

**e. Training**

Assistant Chief Danny Gillespie updated the board on Training:

Current Situation:

- Fire and Life Safety Educator I: 11/18-11/21 at Van Buren Township Community Building

Accomplishments:

- Wildland Firefighting – As a department we completed 98 hours of hands-on skills focusing on indirect fire attack i.e. cutting Fireline
- Hosted CenterPoint Energy to provide training on Utility Emergencies – Natural gas wells and distribution of natural gas throughout our response area

Planned Activities:

- Driver Operator Aerial – December 8<sup>th</sup> – 11<sup>th</sup>
- Planning interagency training with Central Dispatch. Will work on a training template that will be tested in December/January with the goal of improving efficiency in operations

Training Hours:

- Company Training
  - October Training Hours – 2,939

Vice-Chair Mark Kruzan asked if there's been a CenterPoint Energy training previously? Assistant Chief Danny Gillespie stated yes. Vice-Chair Kruzan asked about interagency training with Dispatch, is that something we've done? Assistant Chief Gillespie explained that we've done training with other agencies and we are working to design a template.

**f. Community Risk Reduction**

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

Current Situation:

- Scheduling and preparing for Breakfast with Santa at the Fire Station and Fire Truck rides
  - Auction items from Wonderlab Gala
- Starting next CERT Class November 13<sup>th</sup> orientation and December 13<sup>th</sup> final practical exam

Accomplishments:

- October Fire Prevention Week “Charge into Fire Safety: Lithium-Ion Batteries in Your Home”
- Events: Birthday Party for 6 year old at Station 23, Fowler Pumpkin Patch, Buddy Walk, Highland Park Fire Prevention, Grandview Fire Prevention, Unionville Fire Prevention, Fire Truck Ride to School, Lakeview Fire Prevention, Hoosier Hills Book Fair, Levato’s Little Ones Day Care Fire Prevention, Penny Lane Day Care Fire Prevention, Fairgrounds Trick or Treat, Smithville Christian Church Trunk or Treat, Once Upon a Child Touch a Truck, Walmart Community Event, Smoke and Bear Halloween Event

Planned Activities:

- Expand delivery of CPR and QPR to public feasibility research

Fire Inspections:

- Fire Safety Inspections – 48
- Re-Inspections – 1
- New Construction Inspections – 6
- Plans Review – 4

Fiscal Officer Michael Baker mentioned information sent for Worms Way – new building. Who inspects the commercial building? Deputy Chief Steven Coover explained that the building permit will clue us to needing an inspection.

### **g. Financial – Claims**

Financial Assistant Lorie Robinson presented financial summary for November 2025.

Current Situation:

- Fixed asset retirements – pending SBOA approval
- Year-end financial projections

Accomplishments:

- Completed final GAAP adjustments with Hartman & Williams
- Confirmed 2026 Budgets were signed by County Council and uploaded into Gateway

Planned Activities:

- Year-end Fixed Asset Report & possible Encumbrances

EMS Revenue & Collections:

- Added the active accounts receivable – October: \$92,091.89
- General Summary – 74.4%
- Cumulative Fund – 77%
- Restricted Donation – 100%

Trustee Kevin Robling asked after the first of the year can we get a total of costs/write offs, good or bad from EMS collections? Chief Dustin Dillard explained that money starts trickling in over a three- or four-month window, so looking in January 1 through December 31, 2025, should give us a pretty good idea.

### **f. Administrative Report**

Chief Dustin Dillard updated the board on Administration Report.

Current Situation:

- Working with Franklin Peters on Financial Impact of SEA1
- Working with Capstone Insurance for property, casualty, liability, and worker's compensation

Accomplishments:

- Met with IDHS Director and Indiana County Commissioners President
- Indiana Township Association Public Safety Day training in Westfield, IN
- Career Talk at Bloomington North hosted by Bloomington Chamber of Commerce

Planned Activities:

- Boot Drive at Wendy's for Clothe-A-Child, November 15<sup>th</sup> 08:00-12:00
- Speaking about Fire Districts at Indiana County Commissioners Annual Conference, December 3<sup>rd</sup>

Personnel Report:

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

Vice-Chair Mark Kruzan asked if the LIT (Local Income Tax) will be in special sessions of Legislature? Chief Dustin Dillard stated he will look into it. LIT changes probably going to be passed back which will affect us drastically.

Trustee Kevin Robling asked about discussing fire district changes with County legal under current situation. Chief Dustin Dillard explained that Jeff Cockrell reached out for the County Commissioners Office about the inclusion of Bean Blossom, Salt, and Polk Townships being added to the district. Chief Dillard explained that there's still a shortcoming when responding to Bean Blossom due to response times from Volunteers as they have to go to the station, get the apparatus and then head to the scene. They previously had a 6-minute delay before Ellettsville would be dispatched, if no volunteers were available. Now that we have opened Station 26, we are running automatic aid with Bean Blossom, and getting toned out for all calls in their area.

Trustee Kevin Robling asked what's changed? Chief Dustin Dillard explained the intent of the township board and the township trustees to increase fire protection out there.

Vice-Chair Mark Kruzan asked who initiates and finalizes which townships are in the district? Is ours a ceremonial vote or is it the County Commissioners? Legal Counsel Christine Bartlett stated it's the County Commissioners decision and the MFD board has no say.

Long discussion.

Fiscal Officer Michael Baker asked if we have any idea how many calls for Richland we aid? Chief Dustin Dillard explained that he's unable to answer all calls but can answer all fires we aid. Majority of the apparatus and the people are ours.

Vice-Chair Mark Kruzan asked how do you envision this impacting us in terms of stations, equipment, and personnel? Chief Dillard explained that 6 people to staff a station in Bean Blossom with 24-hour rotations, and then apparatus wise would be just like Washington Township. Not a huge deficiency. The equipment they have at Bean Blossom they do a good job of maintaining. Chief Dustin Dillard will provide revenue flow report.

Vice-Chair Mark Kruzan asked when are we going to get asked? Chair Vicky Sorensen mentioned that she doesn't want citizens to think we are pushing this. She wants the public to understand this was the County Commissioners.

Historical conversations with Polk & Salt Creek Townships. Long discussion.

Trustee Kevin Robling asked if the establishment is statutory? Legal Counsel Christine Bartlett stated yes. Legal Counsel reviewed the laws, and the petition must be brought forth by the owners in the district that's required. The Commissioners are the ones that ultimately decide on the petition. After that is introduced, there's a required hearing, the

owners of that area can bring forth a petition against it. That does require 51% to essentially say okay. Long discussion.

## **UNFINISHED BUSINESS**

### **a. 2026 Medical Insurance Proposals**

Administrative Assistant Tammy Bovenschen presented the 2026 Medical Insurance Proposals to the board. We provided a proposal from Anthem last month; however, that was incorrect from the insurance company. They have come back with this new proposal which is 9% lower than their first quote. It includes a \$49,000.00 premium credit that we will receive in July. The total annual premium is \$1,534,963.10, it's a 10% increase from 2025 and this is for medical only. Our employees can choose the high deductible or the traditional plan.

Vision proposals – they provided us Anthem Vision which is what we currently have. That is a rate hold, so for 2026 the premium is the same as 2025 - \$19,640.00. The other proposal was the standard which is new to us. Administrative Assistant Tammy Bovenschen explained that we did ask all employees for a zip code (the insurance company asked for it) listing of who they currently use to compare. Limited network in our area from what our employees provided. Most of the eye places we contacted couldn't tell us if they were part of this plan without having a policy.

Dental quote – currently through HRI or Paramount Dental. Again, asking all employees who they use for dental if MFPD switches. With current HRI, we had a rate hold for at least 5 years, so they did go up \$100,496.00 over the \$97,646.00 we currently have with no change to the plan at all. It's the same plan, but an increase. With the standard, the quote is 12.6% less than the renewal quote with HRI. The only difference between the two plans is the standard does have 50% ortho services and our current plan is not covered.

Additional Benefits – 8% discount on long-term disability if we bundle the standard dental option with this long-term disability. If we switch from HRI to the standard dental, we would get an additional 8% discount on long-term disability. The total savings with the dental and the long-term disability with the standard is \$17,785.00.

Trustee John Bernstein asked if it's worth switching from HRI to the standard dental? Administrative Assistant Tammy Bovenschen explained that if we decided to switch our dental or our vision, we would have to do new enrollment forms for both plans and do a new census of all employees for the insurance company. Administrative Assistant Tammy Bovenschen recommends switching the dental, but not vision.

Trustee Kevin Robling asked what the Chief thinks about the dental, vision, long-term disability. Chief Dustin Dillard explained that moving to standard dental and keeping the Anthem vision is the best bet.

Trustee Susan Hingle asked if MFPD would make less next year with the increases in budget and insurance? Chief Dustin Dillard stated no. The portion the employee pays is 5% of the premium, the district covers 95% of the health insurance premium.

Vice-Chair Mark Kruzan asked if we know what the cities rate is? Chief Dustin Dillard stated he doesn't know what the cities percentage is, but that was a determining factor that gave us the \$5,000.00 difference when comparing salaries with city fire.

Trustee Kevin Robling made motion to approve the 2026 Medical Insurance Proposals.

Trustee Dan Vest 2<sup>nd</sup>  
Motion Passed 7-0

## NEW BUSINESS

### a. Year-End Review of Annual Items

#### *Risk Management Policy*

Chief Dustin Dillard stated no changes to the MFPD Risk Management Policy and no staff recommendations. Just for your review.

Chair Vicky Sorensen asked if we must specify ambulances or are they considered trucks? Chief Dustin Dillard explained that they are apparatus.

#### *Salary Ordinance 01-2025*

Chief Dustin Dillard presented the Salary Ordinance Updates for 2026. Based on 2026 Budget – salary adjustments, officer pay adjustments, and additional pay. In addition to that, you'll find Administrative Changes – notification date for planned Health Insurance changes and ride-out pay.

Chair Vicky Sorensen made a comment on officer pay and how difficult it is to equal the budget numbers. Financial Assistant Lorie Robinson explained that if our officers were fully staffed at the number we're allowed to have we would be very close to the budget line. But since we're not fully staffed with all our officers we are under budget.

Trustee Kevin Robling asked how much the chief would make next year in 2026. Chief Dustin Dillard stated \$132,391.00 - this isn't including longevity. This is reflecting office base pay.

Vice-Chair Mark Kruzan asked about the additional holiday pay day, we went from 10 to 11? Chief Dustin Dillard stated they added Easter in 2026.

#### *MFD Board By-Laws*

Chief Dustin Dillard stated no changes to the MFPD Board of Trustee's Bylaws and no staff recommendations.

Chair Vicky Sorensen stated she doesn't understand the wording, "A Trustee may attend two consecutive meetings, a set of meetings (by electronic communication), but

must physically attend at least attend one meeting between sets of meetings". What does that mean? Legal Counsel Christine Bartlett explained that you could attend say January and February (by electronic communication by Zoom) and would have to attend March in person to be able to do Zoom a meeting again. Long discussion.

Vice-Chair Mark Kruzan asked if there's a minimum number of meetings you must attend per year? Legal Counsel Christine Bartlett explained it's not an elected position, so no there is not a minimum number.

#### ***MFD Personnel Handbook***

Chief Dustin Dillard presented the changes to the Personnel Handbook.

- Personnel certifications – add a section to Personnel Certifications after minimum staffing requirements, all personnel must maintain the certifications listed within their job description, and all personnel rehired by MFPD must complete 24-hours of reorientation.
- Holiday Pay on Page 32 – remove dollar amount and state refer to Salary Ordinance, needs to have Easter Sunday listed in the current holidays
- Additional Vacation Tier, currently tier ends with 16+ years of service – receiving 336 hours of vacation each year. Suggestion to add a tier 5 for service 20+ years – adding 48 additional.
- Military Leave – we list 120 duty hours now in a calendar year, which is basically mandated to all other government entities. The 120 hours doesn't exactly work for us due to all the other entities are based off a 40-hour week. Essentially for our people to go to drill and two-week service each year we need to give them 360 hours because one shift is a 24-hours shift. We need to change that due to what we currently have, it's not enough time.

Chair Vicky Sorensen asked if we could add pictures of Station 26 and ABW and also add the phone numbers to station houses. She also would like updated the volunteer/auxiliary statement.

Trustee Dan Vest asked if we would provide the information on Military Leave sooner rather than later. Administrative Assistant Tammy Bovenschen explained we didn't get the language until today, so we will most definitely get that to you. Chief Dustin Dillard stated we'll have that to you by tonight or tomorrow morning.

#### ***MFD Meeting Schedule 2026***

Chief Dustin Dillard explained the MFPD 2026 Meeting Schedule – Monroe County Courthouse, Van Buren Township Community Building, and Continue Rotation.

Long Discussion.

#### ***Resolution 04-2025 Ambulance Service Fees***

Administrative Assistant Tammy Bovenschen stated no changes to the Resolution 04-25 Ambulance Service Fees and no staff recommendations.

**b. Fixed Asset Report – removal of items**

Financial Assistant Lorie Robinson presented the removal of items from the Fixed Asset Report – long discussion.

## **FINANCIALS**

**a. Financial – Claims**

Financial Assistant Lorie Robinson presented claims October 2025. Total claims - \$411,125.53.

Trustee Kevin Robling made a motion to approve the claims for October 2025.

Fiscal Officer Michael Baker 2<sup>nd</sup>

Motion Passed 7-0

**b. Payroll**

Administrative Assistant Tammy Bovenschen presented the October monthly payrolls for approval on 15<sup>th</sup>, 16<sup>th</sup>, and 30<sup>th</sup> (which included volunteer pay on October 16<sup>th</sup>).

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

Fiscal Officer Michael Baker 2<sup>nd</sup>

Motion Passed 7-0

**c. Financial – Statement**

Financial Assistant Lorie Robinson presented the financial statement to the board for August and September for approval.

Trustee Kevin Robling made a motion to approve the financial statement for October.

Chair Vicky Sorensen 2<sup>nd</sup>

Motion Passed 7-0

## **ADDITIONAL COMMENTS**

No additional comments.

## **NEXT MEETING**

Chair Vicky Sorensen stated that the next meeting will be in person on December 10, 2025, at Station 25, located at 5081 N. Old State Road 37, Bloomington, Indiana. The meeting will also be held via zoom.

## **ADJOURN**

Chair Vicky Sorensen made a motion to adjourn at 7:45p.m.

Minutes approved by the board of trustees on December 10, 2025:

Aye:

Vicky Sorensen  
Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

Michael Baker, Fiscal Officer

John Bernstein, Trustee

Susan Hingle, Trustee

Kevin R. Robling, Trustee

Dan Vest, Trustee

Nye:

Vicky Sorensen, Chair

Mark Kruzan, Vice-Chair

Michael Baker, Fiscal Officer

John Bernstein, Trustee

Susan Hingle, Trustee

Kevin R. Robling, 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. 29, 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. 39, Bulletin Board