



11:12 am, May 15, 2024



Berryhill Fire Protection District

A PUBLIC MEETING of the Board of Directors
5911 W 41st Street, Tulsa, OK 74107

Office 1
2027
Billy Frazier

Office 2
2025
Terry Jech

Office 3
2024
Frank Mason

Office 4
2028
Matt Blair

Office 5
2026
Beth Cox

April 9, 2024 @ 6:00 p.m. Regular Meeting Minutes

1. Call to order and establish a quorum. **Beth Cox called the meeting to order at 1810**
2. Public comments NA
3. Minutes – Approval of March 12, 2024, regular scheduled meeting minutes
Matt Blair made a motion to approve the minutes as presented from the March 12, 2024. Seconded by Terry Jech. All in favor unanimous, motion passed.
4. Financial Issues
 - a. Financial Status
 - i. Warrant Review and Approval
Terry Jech made a motion to approve the warrants as presented. Seconded by Billy Fraizer
 - ii. April Deposit Amount \$273,728.93
5. Board Action
 - a. Resolution 20240409-01 for Amy Sherrick properties
Terry Jech made a motion to approve resolution 20240409-01 for Amy Sherrick seconded by Matt Blair. All in favor, unanimous, motion carried.
6. Discussion and possible action regarding Executive Session item(s)
Billy Fraizer made a motion to enter into and out of executive session seconded by Matt Blair all in favor, unanimous, motion carried.
Entered executive session 1815 and exit 1910
 - a. Human Resources
 - i. **Billy Fraizer made a motion to promote to trey odam to Lt. with an effective date of 4/9/2024. Seconded by Matt Blair all in favor, unanimous, motion carried.**
 - ii. Effective April 10, 2024, all promotions to officer level (i.e. LT. And Capt) will require a written test through NTN and an assessment center. Which will have a minimum score



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on the written of 80% and the assessment center a minimum of 85%. Matt Blair made a motion to approve the policy were all promotions to officer level (i.e. LT. and Capt.) will require written test through NTN with a monimum score of 80% and an assessment center with a score of 85% minimum. Seconded by Terry Jech. All in favor, unanimous, motion carried.

iii. Billy frazier made a motion to approve a policy for promotion, Effective April 10, 2024, all members of Berryhill Fire who have had an adverse action in their personnel file that is 6 months or less seconded by Terry Jech. All in favor, unanimous, motion carried.

- b. Bond Discussion
- c. Discussion on building maintenance and projects
- d. Discussion and possible action on recouping EMS exp

7. Discussion and possible action on executive session items.

8. Grant Status

- a. 2023 FEMA - AFG – Application for PPE and Training
- b. Community Wildfire Defense Grants (CWDG) - 25% match – Submitted awaiting June award
- c. Opioid Abatement Grant wanting to apply

9. Fire Chief Report –

- a. Apparatus –
- b. Facility – Architects are creating a plan for bond issue and facility improvements
 - i. Discussion and possible action on 480-volt 3-phase & HVAC project

10. New Business

Had Matt Blair and Billy Fraizer sign their oath of office from January so the Business manager can send it in to Tulsa County

11. Adjourn

Terry Jech made a motion to adjourn seconded by Matt Blair. All in favor, unanimous, motion carried.

Adjourn: 1950



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Frank P. Masor
Chairman

Luz M. J. [unclear]
Attest

[Handwritten Signature]
Notary Public

My commission expires
March 25, 2027.

