

November 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4 7:00pm City Council	5	6	7	8	9
10	11 Veterans Day City Offices Closed	12 8:00am Privacy Committee 4:30pm BZA- canceled 5:00pm Planning Commission 6:30pm BOPA- canceled 6:30pm Electric Com- canceled 7:00pm Water/Sewer- canceled 7:30pm Muni Prop. - canceled	13 4:30pm Civil Service	14	15	16
17	18 6:00pm Parks and Rec Commission- canceled 6:00 Tree Commission- canceled 7:00pm City Council	19	20	21	22	23

24	25 6:30pm Finance and Budget- canceled 7:30pm Safety and Human Resources	26 4:30pm Civil Service- canceled	27 6:30pm Parks and Rec Board- canceled	28 Thanksgiving City Offices Closed	29 Floating Holiday City Offices Closed	30
1	2	3	4	5	6	7

City of Napoleon, Ohio

MEETING AGENDA

for a Joint Meeting of the

SAFETY AND HUMAN RESOURCES COMMITTEE

with

FREEDOM, NAPOLEON & HARRISON TOWNSHIPS

HENRY COUNTY SOUTH JOINT AMBULANCE DISTRICT

AND THE VILLAGE OF FLORIDA

Monday, November 25, 2024, at 7:30 pm

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes: September 23, 2024 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Review of EMS Costs and Revenues
- 3) Any other matters to come before the committee
- 4) Adjournment

Mikayla Ramirez- Clerk



City of Napoleon, Ohio
Special Meeting Minutes of the
SAFETY AND HUMAN RESOURCES COMMITTEE
JOINT MEETING WITH
FREEDOM, NAPOLEON & HARRISON TOWNSHIPS
HENRY COUNTY SOUTH JOINT AMBULANCE DISTRICT
AND THE VILLAGE OF FLORIDA

Monday, September 23, 2024, at 6:00pm

PRESENT

Committee Members	Brittany Schwab, Robert Weitzel, Jordan McBride
City Staff	Jonah Stiriz- Assistant Fire Chief, David Bowen-Fire Chief
City Manager	Andy Small
Others	News-Media
Recorder	Mikayla Ramirez

Call to Order

McBride, Chair of the Safety and Human Resources Committee called the meeting to order at 6:00pm.

Approval of Minutes

Hearing no objections or corrections, the minutes from the May 28, 2024, Safety and Human Resources Committee meeting were approved as presented.

Review of EMS Costs and Revenues

Chief Bowen said, the handout in front of you is our standard packet that has our year-to-date numbers from January 1st to September 20th when I ran the report. The packet breaks it down monthly, then by township. It looks at first call, second call, and different shifts. The second packet you have is the same information but from last year but as you can see, we are up almost 100 runs compared to last year. The packet use to be more abundant because it was each township individually but I found an easier way to run the numbers so it is now smaller. Schwab asked, with the numbers being higher than anticipated, are we still good with staff? Bowen said, yes but we do have an abundance of open shifts but as far as full-time staff we have 11, including Jonah and I. We also have one 24-hour, part-time and one 12-hour, part-time staff members. We do have open shifts, but we average 3 people a day in combination with the part-time and full-time staff members. Ideally, with the amount of second calls we have I would like that number to be a little higher, since Jonah and I have a lot of administrative work to do throughout the day so when we have those second calls it takes away from those duties. Schwab said, okay thank you. This is something that needs to be considered during budget time. Bowen said, we spoke about that during the preliminary budget hearing, but equipment is of more importance right now. We did bring up the difference between minimum manning and minimal operational need. So as the contract reads, minimum manning is, "1 full

time member.” But right now, we operate with minimal operational need of 2 because it takes 2 people to run an ambulance, one could be full time while the other could be part time. We are seeing less people when we have a general alarm, call backs, or multiple calls so that minimal operational need goes up as we handle more calls. It doesn’t always have to be a full-time position but the caveat to that it is hard to set parameters for part-time people who have other jobs. The packet also details revenue cost, and we did accept that grant through council two weeks ago for the equipment we ordered so that new equipment will be coming in with the revenue we got back for the division EMS grant.

Adjournment

Motion: Schwab Second: Weitzel

To adjourn the Safety and Human Resource Committee meeting at 6:05 p.m.

Roll call vote on the above motion:

Yea- Weitzel, McBride, Schwab

Nay-

Yea-3, Nay-0. Motion Passed

Approved

Jordan McBride- Chair



City of Napoleon, Ohio

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Memorandum

To: Mayor and City Council, City Manager, City Law Director, City Finance Director, Department Supervisors, News Media

From: Mikayla Ramirez, Clerk

Date: November 22, 2024

Subject: Finance and Budget Committee – Cancellation

The regularly scheduled meeting of the **FINANCE AND BUDGET COMMITTEE** for Monday, November 25, 2024, at 6:30 pm has been **cancelled** due to lack of agenda items.



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Memorandum

To: Civil Service Commission
cc: Mayor and City Council, City Manager, City Finance Director, Law Director, Department Supervisors, News Media
From: Mikayla Ramirez, Clerk
Date: *November 22, 2024*
Subject: Civil Service Commission

Due to lack of agenda items, the regularly scheduled meeting of the **CIVIL SERVICE COMMISSION** for Tuesday, November 26, 2024, at 4:30 pm has been **CANCELLED**.



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Memorandum

To: Parks and Recreation Board
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Mikayla Ramirez, Clerk
Date: *November 22, 2024*
Subject: Parks and Recreation Board

The regularly scheduled meeting of the **PARKS AND RECREATION BOARD** for Wednesday, November 27, 2024, at 6:30 pm has been **CANCELLED** due to lack of agenda items.