



**ZIONSVILLE SAFETY BOARD
MEETING MEMORANDA**

April 21, 2025

Zionsville Town Hall
1100 W. Oak Street

1. OPENING

A. Call meeting to order: President Sampson called the meeting to order at approximately 8:22am.

Board members present: President Sarah Sampson, Joe Stein, and Vice President Evan Norris

Members absent: Dr. Jeff Papa and Valerie Swack

2. MEETING ITEMS

A. Approval of Minutes: Vice President Evan Norris motioned to approve the March 17, 2025 Zionsville Safety Board Minutes. Joe Stein seconded, all were in favor and motion was passed 3-0.

B. Fire Department Monthly Report: Deputy Chief Jason Potts noted that we had 20 ZFD members including Councilor Norris that participated in the 9/11 Stair Climb and that our EMS JEMS team placed first in the EMS competition at the Fire Department Instructor's Conference in Indianapolis. He also reviewed our recent insurance audit and noted the feedback we received was to increase our driver's training by one additional hour per month and to add a driving course for all apparatus.

C. Old Business:

a. Staffing/Overtime: Deputy Chief Aaron Gibbons provided a staffing outlook and reviewed the fire department overtime needs. Chief VanGorder reviewed the overtime budget and noted that we would need an additional \$140,000 to make sure to staff one fire suppression unit with four firefighters each day from July 1st through the end of the year. Chief VanGorder will connect with Finance Director Cindy Poore and help identify where these funds could come from and present it at the May Safety Board meeting for review. The Safety Board can then decide if they would like to make a recommendation to the Town Council for the additional appropriation for fire overtime.

D. New Business:

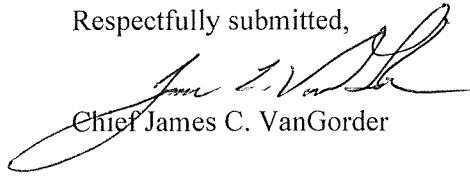
a. Station Feasibility and Location Study Update: Deputy Chief Jason Potts noted that the fire station feasibility and location study is coming to an end and we should have a final report mid-year.

b. ISO Evaluation: Deputy Chief Potts gave a brief overview of what an Insurance Service Office (ISO) Evaluation is and that ZFD received notice that ours will be in September.

E. Other Matters: President Sampson recognized the loss of a world leader with Pope Francis and passed on condolences to the Catholic Society and the Vatican Country.

3. **ADJOURN at 9:09 a.m.** President Sampson motioned to adjourn, Joe Stein seconded, all were in favor motion was passed 3-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James C. VanGorder", is written over the printed name. The signature is fluid and cursive, with a large loop at the end of the last name.

Chief James C. VanGorder