

**MEETING MINUTES**  
***Monroe County Income Tax Council***  
***Public Safety Local Income Tax Committee***

***Law Library of the City Legal Department (Suite 220)***  
**Bloomington City Hall, 401 N. Morton Street, Bloomington, Indiana**  
**December 13, 2018**

Scott Oldham called the meeting to order at 12:03 p.m.

1. ROLL CALL AND INTRODUCTIONS

Committee members present: Susan Sandberg (Bloomington Common Council), Isabel Piedmont-Smith (Bloomington Common Council), Dorothy Granger (Bloomington Common Council), Shelli Yoder (Monroe County Council), Cheryl Munson (Monroe County Council), Scott Oldham (Ellettsville Town Council), Lois Purcell (Stinesville Town Council), Jim Sims (Bloomington Common Council)

Committee members absent: None

Staff present: Dan Sherman (Council Administrator/Attorney, City of Bloomington), Stacy Jane Rhoads (Deputy Administrator/Deputy Attorney, City of Bloomington), Stephen Lucas (Chief Deputy Clerk, City of Bloomington)

Public present: Mark Levin, Rita Barrow, Vicky Sorensen, Michelle Bright

2. CONSIDER SPONSORING IU SPEA CAPSTONE CLASS TO REVIEW AND IMPROVE EFFECTIVENESS OF COMMITTEE RECOMMENDATIONS

Oldham explained that Professor Mark Levin, Clinical Associate Professor with the Indiana University School of Public and Environmental Affairs (SPEA), was offering to conduct a capstone project that would focus on how the PS-LIT committee chose to review and fund applicants for PS-LIT dollars. He said the project would be led by students and should take about three months.

Levin explained that the capstone program was a requirement for all master degree SPEA students. He said that instructors found projects and tried to somewhat define the scope of the project. However, the final parameters of the project would be the result of discussions between the client and the students. He proposed looking at the delivery of fire service in Monroe County. He said the students would look at how the committee allocation funds as well as what information was used by or requested by the committee to help it make decisions. He said the students would also try to collect data to help the committee makes its decision, with the caveat that the students would not make any recommendations to the committee. He said the project would involve interviews with the fire chiefs of each fire service provider in the county as well as data collection from the dispatch center and possibly the National Fire Protection Association.

Levin said students would first meet with a representative of the committee to come up with a memorandum of understanding that would specify the deliverables. He said a final report would be submitted to the committee to use how it saw fit.

Rita Barrow, Van Buren Township Trustee, asked if the students would review the 2014 report that had been completed. Levin said that report would be one of the first things the students would read.

Michelle Bright, Benton Township Trustee, asked if the students would only be talking to volunteer fire departments or also with entities that worked with those departments, such as township trustee offices. Levin said he envisioned conversations with all fire services, regardless of how they were provided. He was not sure whether there would be conversations with township trustees. Barrow pointed out that some township trustees managed the budgets of fire service providers. Bright said that her township had a new fire chief but that she had been in office for seven years. She said she might have more information than the fire chief. Levin said the students would gather as much information as possible.

Munson said she was glad to hear Levin's proposal. She wanted to highlight the role of township trustees in the process.

Yoder asked Barrow if the 2014 report had been helpful. Barrow said it had been very helpful.

Sims asked Sherman to send out a copy of the 2014 report. Sims asked if the recommendations would be aimed at the PS-LIT committee as opposed to the Dispatch Policy Board. Oldham said that was correct. Levin added that the timing might mean that the recommendations would not be available until the 2020 funding cycle.

Levin explained he had drafted, at Sherman's suggestion, five items for the committee's consideration and approval if it so desired. He read the items that would memorialize the arrangement between the committee and the capstone program.

The committee discussed where the funding for the capstone project would come from. Granger suggested that the members of the tax council split the amount in proportion to their votes on the council. Piedmont-Smith asked where the money would go. Levin explained it would go to a fund in SPEA to help support the capstone program as a whole.

Oldham volunteered to be the committee point of contact for conversations with the students.

Piedmont-Smith asked how the township fire departments would be notified of the project. Levin said the committee should inform them. Sherman said he would send out a letter.

Sandberg moved and it was seconded as follows:

- 1) To approve the PS-LIT Committee as the designated Client for the 2019 SPEA V600 Capstone focusing on fire service in Monroe County, said Capstone to be supervised by Professor Mark M. Levin;
- 2) to designate Scott Oldham as the Committee's contact in working with the students participating in the 2019 Capstone;
- 3) to inform the providers of fire service in Monroe County of the Committee's decision to work with the SPEA Capstone to assess the processes, procedures, and criteria used by the Committee and offer recommendations regarding the allocation of funds under IC § 6-3.6-6-8(c) to Qualifying Service Providers and to request that said providers cooperate fully with the Capstone students in their gathering of data and other information useful for this purpose;
- 4) to bring before each individual governing body a request to cause the compensation of SPEA for the Capstone in the amount of \$500 divided between the bodies (City – 60%; County – 35%; Ellettsville – 5%); and
- 5) to schedule a public meeting to receive the final report of the Capstone in April 2019 at a time and place to be determined.

The motion was approved by a roll call vote of Ayes: 7, Nays: 0, Abstain: 0.

### 3. ADJOURNMENT

Sims moved and it was seconded to adjourn the meeting. The motion was approved by voice vote.

The meeting was adjourned at 12:31 p.m.