

MINUTES OF THE BOARD OF TRUSTEES
JOHNSON COUNTY CONSOLIDATED FIRE DISTRICT NO. 2
MONTHLY BOARD MEETING
7700 Mission Rd, Prairie Village KS
December 16, 2025, 5:00 PM

BOARD AND STAFF ATTENDANCE:

BOARD MEMBERS

Tim Janssen, Chairman
Lesa Patterson-Kinsey, Vice Chair
Susan McGee, Treasurer
Sarah Sanders, Secretary
Richard Boeshaar
John Hunkeler
Laura Carey

STAFF

Fire Chief Steve Chick
Deputy Chief Mike Morse
Training Chief Mike Morgan
Division Chief Travis Thompson
Fire Marshal Todd Kerkhoff - Absent
Battalion Chief Doug Gibson
Battalion Chief James Lamb
Admin. Services Manager Kelly Kuhl

GUESTS ATTENDING:

John Martin – CPA, Higdon and Hale
Bob Shaffer – President IAFF Local 1371
Mike Kelly – Chair, Johnson County Board of Commissioners

CALL TO ORDER:

Chairman Tim Janssen called the meeting to order at 5:05 pm.

PLEDGE OF ALLEGIANCE:

CONSENT AGENDA:

Including the minutes from the November 18th Regular Board Meeting, as written.

MOTION: Rick Boeshaar moved to approve the Consent Agenda. Sarah Sanders seconded the motion. Motion carried unanimously.

AGENDA REVIEW:

PUBLIC COMMENTS: None

CHAIRMAN'S REMARKS:

NEW BUSINESS:

CFD2 2026 Compensation –Chief Chick presented two proposed options for 2026 compensation for CFD2 personnel. Discussion followed.

MOTION: Tim Janssen moved to approve the CFD2 2026 proposed pay table with 3% cost of living increase plus compression resolution and adjustments. Rick Boeshaar seconded the motion. Motion carried.

Gordon, CPA Audit Engagement Letter – Susan McGee reviewed the proposal from Gordon CPA for the audit of CFD2 FY2025 financial statements at a cost of \$8425. Discussion followed.

MOTION: Susan McGee moved to accept the Engagement Letter from Gordon CPA to engage them in the FY2025 audit as presented. Sarah Sanders seconded the motion. Motion carried.

BOCC Resolution 163-25 – Johnson County BOCC Chair Mike Kelly stated that at the December 11, 2025, BOCC meeting, the BOCC adopted Resolution 163-25, a resolution establishing the structure, qualifications, and the County Commissioner nomination authority for appointments of Trustees to the Governing Board of CFD2. Discussion followed.

TREASURER'S REPORT:

Monthly review of finances vs. budget

Chief Chick reviewed the Budget Variance Report. Discussion followed.

MOTION: Susan McGee moved to approve the Check and Credit Card Registers for November 2025. Rick Boeshaar seconded the motion. Motion carried unanimously.

OLD BUSINESS:

Intern Program Update – Deputy Chief Morse shared information about the process underway of reviewing our intern program to identify areas for improvement.

Bylaw Review – Removed from the agenda due to BOCC Resolution 163-25 approved on December 11, 2025. This resolution will require some additional review and revisions to the By-Laws.

CHIEF'S REPORT:

- Apparatus Update: Maintenance is complete for the year.
- Staffing Update: No members off duty due to on-the-job injuries
- Current priorities in December 2025
 - Update on meeting with Adam Norris, Johnson County Assistant County Manager
 - TR23 has been ordered
 - Working through end of year initiatives
 - Preparing to switch over to NERIS (National Emergency Response Information System) on Jan 1, 2026.
- Facilities Update: Chief Thompson has been working on the Lighting/Energy Initiative as approved by the Board. Waiting for a site visit from Evergy, after which the project can be completed. The Station 22 remodel is on schedule.

ADJOURNMENT:

The regular board meeting adjourned at 6:18 p.m.

The next regular Board Meeting will be held on January 20, 2026, at 5 pm with location to be confirmed.



Tim Janssen, Chair



Sarah Sanders, Secretary