

VILLAGE OF SCOTTSVILLE
FIRE COMMISSIONERS MEETING

Minutes of Meeting
Tuesday, April 12, 2011

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 6:02 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray, Trustee Jim Clark, Trustee Rick Clark and Attorney Peter Skivington

Also Present: Fire Chief- Robert Emerson, and Town Councilperson Roger DeWitt

APPROVAL OF MINUTES

MOTION – Approve minutes of Tuesday March 08, 2011 meeting

Made by Deputy Mayor L Wagar and seconded by Trustee E. Murray to approve the minutes of the Tuesday, March 08, 2011 Fire Commissioners Meeting, with the following correction Page 2, under Rescue Squad, Current Membership, Jay Cates should be Jay Coates

VOTE: 5-0. Carried unanimously.

NEW MEMBER - None

PUBLIC BEFORE THE BOARD – None

REPORTS

FIRE CHIEF BOB EMERSON previously provided his report dated April 12, 2011 (on file) Listed on March report were 17calls for the month and 51 for the year. Unit Responses for the month were 36 and yearly 110. Man-hours for the month were 278.51 and 654.69 for the year.

- Monthly Briefing:
 - Overhead doors are fixed, checking into annual Preventative Maintenance
 - Hand railing is done
- Membership Status:
 - Sumner “Tex” Tears passed away

PRESIDENT FIRE COMPANY:

Vice President Dave Sheffield not present
 Fire Chief Bob Emerson reported that President's position will not be filled per bylaws;
 Vice President Dave Sheffield will fill out rest of the year as Vice president

Upcoming Events/Activities:

- Various meetings thru April

Mayor Gee acknowledged Attorney Peter Skivington to the meeting at 6:10 p.m.

RESCUE SQUAD

EMS CHIEF MATT JARRETT Not Present

Previously submitted an information packet via: email pages which included the Rescue Squad Monthly Report dated: March, 2011, a Monthly Call Report for March 2011, and a monthly duty hours report/graph. (On file)

- Current Membership Status
 - 8 – Active, cleared EMT's (Brown, Jay Coates, Josh Coates, Davis, Hellaby, Jarrett, Wihlen)
 - 1 -Limited Duty-Active (Jackie Coates)
 - 1-Certified Responder(Bowman)
 - 12-Active, cleared Drivers Including EMT's
- Rescue Squad Operations
 - Review of draft "fees for service" policy
 - Working on the following projects:
 - Website Update/Upgrade is in construction phase.
 - Upgrading Computers/Hardware: IT work has been completed at station by Pinpoint.
 - Bills: A combination of medical supplies, purchasing equipment for bunk in crews, and banquet, all contributed to an unusually high number of vouchers being submitted.
 - 2003 Tahoe has been reconfigured as an EMS response vehicle. Vehicle has been appropriately equipped & has been inspected by NYS DOH, Certification received from DOH for vehicle, as well as getting the title & registration issue resolved. Vehicle now has "Official" plates as required.
 - Working with American Legion in assisting them in obtaining an AED for their location. Will be providing them with CPR and AED training at no charge, as well as assisting them with the required paperwork.
 - New RS member Nikole Nash is in process. Currently in EMT class.
 - An option was made for members to donate their incentive points towards a Wegmans gift card to assist the Hogue family. A \$903.00 gift card was presented to the family.

Mayor Gee stated that if the Board has any questions about the Rescue Squad report to contact EMS Chief Matt Jarrett.

BUILDING MAINTENANCE COORDINATOR

FRANK WUNDER

- Drinking fountain needs to be repaired, parts are on order
- Replacement of insulation on refrigeration piping
- Building 6-7 years old-painting needs to be done

OLD BUSINESS:

- Review of Policy and Procedures Fees for Service (on file)
MOTION: made by Trustee E. Murray and seconded by Trustee J Clark to approve the Scottsville Rescue Squad Policy and Procedures fees for service as submitted by Chief Jarrett for 2011-2012.
VOTE: 5-0
- Appoint a Health & Safety Officer for the Strategic Plan
 - Matt Jarrett has drawn up a position description for Assistant Chief of Compliance and Safety. (on file)

Mayor Gee asked the board to review the Position Description for comment at next meeting. There are 4 members that would qualify for the position.

NEW BUSINESS – None

ADJOURNMENT

MOTION: made by Trustee E Murray seconded by Trustee J. Clark to adjourn the meeting at 6:21 P.M.

VOTE: 5-0. Carried unanimously.

Submitted by,

Julie A. Kuhn, Village Clerk