

VILLAGE OF SCOTTSVILLE
FIRE COMMISSIONERS MEETING

Minutes of Meeting
Tuesday, November 9, 2010

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray
Trustee James Clark and Trustee Richard Clark.

Also Present: Fire Chief Robert Emerson, EMS Chief Matt Jarrett, President Russ Hogue, Building Maintenance Coordinator Frank Wunder, Treasurer Beverly Martin, Communication Director Edie Cornish, Dave Sheffield, Attorney Peter Skivington (arrived 6:15 P.M.), Deputy Village Clerk Julie Kuhn, Eileen Gatke, and recording Secretary Elaine Driscoll.

APPROVAL OF MINUTES

MOTION – Approve minutes of Tues., October 12, 2010 meeting

Made by Deputy Mayor Wagar seconded by Trustee R. Clark to approve the minutes of the Tuesday, October 12, 2010 Fire Commissioners Meeting as submitted by the Village Clerk.

VOTE: Mayor Gee – yes
Deputy Mayor Wagar – yes
Trustee J. Clark – yes
Trustee R. Clark – yes
Trustee Murray - abstained
Motion Carried 4-0.

NEW MEMBER - None

PUBLIC BEFORE THE BOARD – None

REPORTS

FIRE CHIEF BOB EMERSON previously provided his report and a October incident report via: email, dated: November 9, 2010 (on file). Listed on his report were 15 calls for the month and 129 for the year. Unit Responses for the month were 32 and yearly 324. Man-hours for the month were 485.94 and 2202.91 for the year (report on file). The following was discussed:

- Grants - Grant money has been received for the purchase of air masks, but the 2010 FEMA Grant for turn-out gear has been denied. The application will be updated and resubmitted for 2011.

- Pump test on all trucks have been completed by Dave Sheffield.
- Monroe County Narrow Band Radio programming is complete. Members were on site for 13 to 14 hours to accomplish it. The transfer went well throughout the County.
- Halloween was quiet. The Fire Dept. was on standby four hours.
- Monroe County Fire Chief meeting will be held at Scottsville Fire Dept. tomorrow night.
- 1990 Pumper #4617 Update Mayor Gee reported that he, Treasurer Martin and Chief Emerson met to discuss 1990 Pumper Modification & Refurbishment project. It has been clarified that rotation of the trucks has been changed from five years to seven years. The rotation is now at five years. In June of 2011 there will be an amount just short of the bid amount for modification & refurbishment of the 1990 Pumper. Churchville Insurance will be letting us know if it is possible to insure the 1990 truck with addition of improvements. At the Village Board meeting tonight, motions will be done to set public hearings so we won't be behind when the final decision is made and funds are needed. Churchville Fire Equipment, who won the Modification & Refurbishment bid, will stand by the bid price until January 1st and they could work it out to keep it until after June 1st for payment. If kept on the seven year truck rotation, the next truck would be nine years out, which could be a problem for #4613. Mayor Gee indicated there is more financial review and planning to be done before #4613 needs replacement. Chief Emerson will provide Treasurer Martin with a replacement schedule. At the December meeting all insurance and financial questions will be answered.
- Fire Dept. Nominations were held at the Corporation meeting as follows:
 - Fire Chief – Robert Emerson
 - 1st Assistant – Brian Ely
 - 2nd Assistant – Jeff Brown
 - Lieutenant – Dave Merritt
 - Other appointments will be made.

RESCUE SQUAD

EMS CHIEF MATT JARRETT previously submitted his report via: email, dated: November 9, 2010, with a Monthly Call Report for October 2010, a Proposed Billing Rates List and a monthly duty hours report/graph (on file). EMS Chief reported:

- There were 35 calls for the month and 314 for the year. There were 8 psych/suicidal calls and 5 Chili Avenue Group Home calls.
- Membership – there are potentially three new members. Applications are in process. Two of the potential members are just turning eighteen.
- Fire Company held nominations for EMS positions.

EMS Chief (1): Matt Jarrett

Captain (1): James Brown, Russ Hogue

Lieutenant (2): James Brown, Russ Hogue, Ed Wihlen, Josh Coates

Approval of appointments will be at the December meeting after Fire Co. elections.

- EMS Chief recommended increasing ambulance user's fee. Rates have been the same since the beginning of billing. Reason: decreasing revenue per call, need to increase revenue due to changes in healthcare. Recommends 3% increase. Proposed Billing Rates sheet is attached to report (on file). Would like the increase to take effect Jan. 1, 2011. He will need approval at the December meeting.
- Insurance check fraud – there was discussion re: patient's accounts with outstanding balance that kept insurance checks that they received and didn't submit to Rescue Squad. EMS Chief asked how the Fire Commissioners recommend handling this issue.
The patients get a notice telling them to submit the check, but some don't submit. Taking them to small claim was discussed. This does not include people who simply can't pay, it's just those who get a check and don't submit to the ambulance. Decision was that Attorney Skivington will write letters to these people explaining that legally they must submit the checks. EMS Chief Jarrett will provide a list of names to Attorney Skivington.
- Participating Provider – EMS Chief is investigating the possibility of becoming a “participating provider” with Excellus and MVP. If the Rescue Squad became a “participating provider”, insurance would pay directly to the Ambulance provider, but payment would be figured on a percentage. EMS Chief Jarrett will meet with Excellus to learn more about the program and have more information at the next meeting.
- EMS Law and Management Conference – EMS Chief Jarrett attended an “EMS Law & Management” conference at Turning Stone which was very worthwhile and recommended that it would be good if the Fire Commissioners attended next year. The conference provides excellent information and very beneficial.
- Community CPR Class is scheduled for December 1, 2010 at 6:30 P.M. It will be advertised for anyone who would like to attend. EMS Chief Jarrett will schedule a class during the day for Village and Town employees whose certification expires at the end of the year or are new employees.
- Townwide EMS coverage – a meeting was held re: town wide EMS coverage which included a State EMS Representative, County EMS Coordinator, Wheatland Supervisor Dobson, Mumford Fire Chief, Scottsville EMS Chief and Scottsville Mayor, to establish a plan going forward for better town wide EMS coverage. At present there is sometimes a 10–40 minute wait for ambulance coverage on the west side of the town. EMS Chief Jarrett will have more information on this subject next month.

BUILDING MAINTENANCE COORDINATOR

FRANK WUNDER reported:

- Exhaust fan in the kitchen – an electrician put the fan to manual until further repair. The exhaust fan should go on automatically when the stove lights are turned on.
- Fire Alarm went off in the kitchen – ADT will be contacted to check it out. The motorized dampers may be the problem.
- A high lift was rented and work done in the Fire Dept., and the pavilion. The cost will be split between the Corporation and Village.
- Exterior refrigerant lines – the insulation has deteriorated on the exterior refrigerant lines and needs to be replaced. Frank will get prices to have it done next year.
- Re-surfacing and re-striping of the Fire Department parking lot will need to be considered in the next budget year.

PRESIDENT RUSS HOGUE reported:

- Sound insulation has been installed in the pavilion. The high lift was used to do the job headed by Dave Sheffield and members.
- The 2011 budget has been presented. To achieve a balanced budget they have eliminated many expenses, reimbursements and stipends to the officers, and curtailed their incentive program by 60%. The elimination of reimbursements for performance of their duties was discussed and will be reviewed at Village budget time.
- Dedication of the Ambulance to Nancy Kates is preceding re: placement of a plaque etc.
- Don Brown has been heading up the restoration of Engine 90, the 1942 truck, which is going well, but may cost more than anticipated.
- Credit card discussion. There was lengthy discussion re: the need to have a credit card for on line purchases etc. Setting up accounts with businesses and companies they want products from, seemed to be the Board and Treasurers preference.
- Nomination of Civil Officers are as follows:
 President – Russ Hogue
 Vice President – David Sheffield

Secretary – Kathy Sheffield
Treasurer – Carol Brown
Finance Officer – Frank Wunder
Board Member – Jim Craven, Dianne Tears

NEW BUSINESS

Appointment of a Health & Safety Officer for the Strategic Plan - tabled.

EXECUTIVE SESSION

MOTION: made by Trustee Murray seconded by Deputy Mayor Wagar to enter executive session at 6:41 P.M. to discuss a personnel matter.

VOTE: 5-0. Carried unanimously.

MOTION: made by Deputy Mayor Wagar seconded by Trustee J. Clark to adjourn the executive session and return to regular session at 6:52 P.M.

VOTE: 5-0. Carried unanimously.

ADJOURNMENT

MOTION: made by Deputy Mayor Wagar seconded by Trustee J. Clark to adjourn the meeting at 6:52 P.M.

VOTE: 5-0. Carried unanimously.

Respectfully Submitted by,

Elaine M. Driscoll
Village Clerk