

VILLAGE OF SCOTTSVILLE
FIRE COMMISSIONERS MEETING

Minutes of Meeting
Tuesday, September 8, 2009

CALL TO ORDER: Mayor Michael Souers called the meeting to order at 6:05 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Michael Souers, Deputy Mayor Paul Gee, Trustees Lino Contestabile, Rick VenVertloh and Elizabeth Murray.

Also Present: EMS Chief Matt Jarrett, Building Coordinator Frank Wunder, Treasurer Beverly Martin and recording secretary Elaine Driscoll.

APPROVAL OF MINUTES

MOTION – Approve minutes of Tues., August 11, 2009 meeting

Made by Trustee Contestabile seconded by Trustee Murray to approve the minutes of the Tuesday, August 11, 2009 Fire Commissioners meeting as written.

VOTE: Mayor Souers – yes
Deputy Mayor Gee – yes
Trustee Contestabile – yes
Trustee Murray – yes
Trustee VenVertloh – abstained
Motion Carried 4-0.

NEW MEMBERS

EMS Chief Jarrett presented an application packet completed by Deanna Wihlen, 40 Trillium Lane, West Henrietta, NY 14586 for membership in the Scottsville Fire Department. She was not present. EMS Chief Jarrett said Ms. Wihlen has been an explorer for three or four years and is interested in working with both Fire and EMS. She has other family members in the department.

MOTION – New member Deanna Wihlen

Made by Deputy Mayor Gee seconded by Trustee Contestabile to accept Deanna Wihlen, 40 Trillium Lane, West Henrietta NY 14586, as a new member of the Scottsville Fire Department and EMS Rescue Squad.

VOTE: 5-0. Carried unanimously.

PUBLIC BEFORE THE BOARD – None

REPORTS

FIRE CHIEF BOB EMERSON was not present due to work schedule, but had previously submitted his report via: email, dated: Sept., 8, 2009 and an August incident report (on file). There were 13 Calls for the month and 113 for the year.

- New Box Books - Per Fire Chief Emerson's report: new box books have been printed. Per Mayor Souers: the Scottsville Fire Department and Mumford Fire Department got the new box books through the GIS grant. EMS Chief explained that box books have the same information that the GIS program has, but is detail orientated to fire service; such as flagging special hazards in certain districts, utilities (water), sewers, etc. The electronic version is now installed on the trucks.

RESCUE SQUAD

EMS CHIEF MATT JARRETT previously submitted his report via: email dated: September 8, 2009 with the monthly call report for August 2009 (on file). There were 29 calls for the month and 197 for the year. EMS Chief Jarrett reviewed the eight items on the report and the following was discussed:

- Ambulance – the new ambulance has been ordered and should take approximately five months for delivery. Final total is in the amount of \$143,406. Lettering and stocking etc., will be done after delivery. EMS Chief will keep the Board abreast of the progress.
- POD Activation – this Thursday, Sept. 10, at 10:30 A.M. there will be a webcast conference call from Monroe County Health Dept. re: the possibility of having to activate PODS for H1N1. EMS Chief Jarrett will have the webcast set up at the Fire Facility for anyone who would like to attend.
- Laptop purchased – The Rescue Squad has purchased a new laptop think pad off State Bid for \$750.00. Trustee Contestabile will help take information off their old laptop and determine if it has any value.
- Strong Memorial ED Problems – EMS Chief Jarrett will try to attend a meeting tomorrow at Strong Memorial Hospital re: the problem of long drop times. Each transport averages 2 hours and sometimes takes up to 5 hours, which is unacceptable. The Rescue Squad's concerns are poor patient care and the time it takes the EMS people. Taking this much time is not conducive to having volunteers coming out for calls.
- CPR Certification – EMS Chief Jarrett has earned his CPR as AHA CPR Instructor and will be setting up dates for community CPR Training. He has necessary supplies. He will possibly get dates published in the Scottsville Newsletter to go out Oct. 1st.
- Community Night – Sept. 17th – The Scottsville Rescue Squad, Fire Department and Explorers will have a presence at the Community Registration Sign-up Night being held Sept. 17th at the Wheatland Municipal Building – 5:30 - 7:00 P.M. The Rescue Squad will have information on membership and CPR Training available and an ambulance on display.

- Standard Operating Procedures (SOP's)

- MOTION – Adopt changes to SOP's

Made by Trustee Contestabile seconded by Deputy Mayor Gee to adopt the changes, as submitted by EMS Chief Matt Jarrett, made to the 2008-2009 Standard Operating Procedures (SOP's) manual in the levels of Training Section 1 to include: “equivalent or equal to American Heart Association BLS for the Health Care Provider” and “in order to maintain First Medic status, staff members must provide direct patient care as the “primary caregiver” at least once in a rolling six (6) month period. Failure to maintain First Medic status will cause a staff member to be demoted to Medic Trainee status”.

VOTE: 5-0. Carried unanimously.

- Community Emergency Management Plan

- MOTION – Approve the Community Emergency Management Plan

Made by Deputy Mayor Gee seconded by Trustee Murray to approve the “Community Emergency Management Plan” update, Version 4, July 1, 2009.

VOTE: 5-0. Carried unanimously.

- Summerfest 2009 – Mayor Souers thanked the Scottsville Rescue Squad and Fire Department for their participation/coverage during the Scottsville Summerfest 2009.

BUILDING COORDINATOR

FRANK WUNDER reported:

- Sealing and Restriping – the parking lot and roadways at the fire facility have been sealed and re-striped by “Superior Sealers”. Frank thinks they did a great job. They did 2 coats with the striping for \$600.00 less for one coat last time.
- Materials for storage building construction is being delivered tomorrow and they have the building permit. The DPW will be helping with prep work.

PRESIDENT RUSS HOGUE – was not present due to his working schedule.

OLD BUSINESS – Again thank you to Rescue Squad & Fire Department for Summerfest help.

NEW BUSINESS - None

ADJOURNMENT

MOTION: made by Deputy Mayor Gee seconded by Trustee VenVertloh to adjourn the meeting at 6:37 P.M. VOTE: 5-0. Carried unanimously.

Submitted by,
Elaine M. Driscoll, Village Clerk