

VILLAGE OF SCOTTSVILLE
FIRE COMMISSION MEETING
 Tuesday, May 13, 2014- 6:00 P.M.

CALL TO ORDER – Mayor Gee called the meeting to order at 6:01 PM.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Alex Ronnenberg, Trustee Rick Clark and Trustee Jim Clark (late arrival)

Absent: Attorney Peter Skivington and EMS Chief Matt Jarrett

Also Present: Village Clerk Lee Mikewicz, Jay Coates, Fire Chief Jeff Brown, President of the Fire Company Frank Wunder, Captain Mike Connelie and Carole Brown

APPROVAL OF MINUTES

Tuesday, April 8, 2014

MOTION: made by Deputy Mayor Wagar and seconded by Trustee Ronnenberg to approve the minutes of the Tuesday, April 8, 2014 Fire Commissioners meeting as submitted.

VOTE: Carried 4-0.

Trustee Jim Clark	ABSENT	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

NEW MEMBER - None

PUBLIC BEFORE THE BOARD - None

REPORTS:

A) FIRE CHIEF JEFF BROWN

Trustee Jim Clark arrived at 6:03 PM.

Monthly Briefing:

- Call/Activity summary for April
- Hurst tool problems: Chief will discuss with board the need to replace. The Chief sent in a grant for a whole new rescue tool system (Amkus) for 4610 on April 30, 2014 in the amount of 42,000 dollars. The price is from Jerome Fire Equipment.

- We are also in the process of working on a grant in the amount of \$105,000 for all new truck radios.
- Two firefighters will be in the upcoming “Firefighters Boot Camp” running in June and July.
- Would like to buy a Ric pack to be used as an assist for firefighters who are down. It is an hour bottle with gadgets to plug into other people’s air packs to provide additional air. Other tools are included. The product is “Scott” specific to match our current supply.
- Working on OSHA compliance. Just about wrapped up
- Record keeping is coming together and also lesson plans are in marked folders for annual training for PESH and for fire training.
- Working on refurb costs for 4613
- Capt Connelie made a water rescue in Shortsville while on deployment for the county special operations unit on Saturday April 26, 2014. He dove into the water to save a rafter whose raft broke apart. Thank you .
- Asking to surplus the gator trailer, water tank and pump. I took it out of service 2 years ago and the unit is not in our future plans. We would like to trade it with the Walker Fire Department for 600 feet of 4 inch hose.
- Looking for a 30 day referendum on new Squad vehicle. Discussion at next month’s meeting. New vehicle will replace the van for fire police. Uses will be for fire police, water rescue, transportation to training, pulling gator and boat, pumping basements, storm related calls, back up Chiefs truck, and carrying miscellaneous tools. A quote has been obtained from VanBortle.
- Meet with Henrietta fire on use of their tower on two Wednesdays a month until November of this year. Also with permission, looking to buy a skid of wood for cutting on the roof simulator. To be purchased in June or July.

B) EMS CHIEF MATT JARRETT (absent)

Rescue Squad Operations:

- Still working with Monroe County and NYS OMH/OMRDD with regard to our “super user” at 724 North Road;
- EMT recertification has been submitted for Mike Connelie. Submitted voucher to the state for reimbursement. Expect payment in 3-6 months. Jay Coates recertification is almost complete.
- Nikole Nash, Cassie Wihlen, and Kris Thompson all passed their NYS EMT Practical exam. The written exam is this week.
- Request a proclamation, designating the week of May 18-24 2014, as Emergency Medical Services Week (attached);
- Upcoming events: Mock DWI crash at WCCS May 22nd, Safety Day at Gravel Ponds June 14

Emergency Mgmt:

- No appointment of Emergency Manager position at April organizational meeting. I recommend an appointment, as of now come June 1, all E/M functions will default to T.O. Wheatland for emergencies that happen in Village.

Building Maintenance:

- New door controller installed at facility.
- Back-flow device tested by plumbing contractor. Device had a failure due to build up in the unit. This has been repaired.
- Upcoming projects: Replace cameras that have failed; replace exterior locksets.

MOTION: made by Trustee J. Clark and seconded by Deputy Mayor Wagar to approve the proclamation designating the Week of May 18-24, 2014, as Emergency Medical Services Week as follows:

WHEREAS, emergency medical services is a vital public service; and
WHEREAS, the members of the Scottsville Rescue Squad emergency medical teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and
WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and
WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and
WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and
WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now
THEREFORE, I Paul Gee, Mayor, Village of Scottsville, in recognition of this event do hereby proclaim the week of May 18-24, 2014, as
EMERGENCY MEDICAL SERVICES WEEK
 With the theme, EMS: Dedicated. For Life, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

C) EXECUTIVE DEPUTY CHIEF OF COMPLIANCE AND SAFETY
JAY COATES

Emergency Management

- MERS – There is an increase in the number of cases with two cases in the United States. The death rate is 30% and it is believed to be transmitted by camels.

Fire/EMS

- Chief Jarrett, Lt./Capt. Connelie and Mr. Coates attended the County Communications Summit last week. The County’s Emergency Plans were reviewed. EMS was underrepresented on the County’s Emergency Taskforce. Both Mr. Jarrett and Mr. Coates submitted their names for the County Taskforce and now we have to wait and see if they are accepted. A lot of changes are coming that will be expensive to implement. Long term leases may be an option.
- OSHA/PESH
 - PESH compliance is largely completed. The basic issue remaining is record keeping and file updating. If members do not complete their required training and are not in compliance, they will be moved to “inactive” status.
 - Mandated plans – all three plans are now complete and training is largely completed.
- Application Process – Draft application tracking form (P1) is done. The process review phase is being held pending compliance actions.
- The updated Fire/EMS rosters were received.
- 2014 Officer Appointment Qualifications Review was provided for the Board. One officer is in class, but not finished yet. We have no one qualified for Assistant Chief Fire/EMS combined. The Chiefs need to be re-appointed at the Village Board Meeting.
- Manual of Operations – No change

- FCC License – No change – In progress

Trustee J. Clark asked Mr. Coates about the EMT status of the assistant chiefs. One is currently in class and not yet qualified. We currently have no assistant chief that is qualified Fire/EMS combined. At the assistant chief level, we have progressed in the last year. Asst. Chief Ely is in a class to get up to Firefighter Level 2. He has completed Level 1 already. What he is lacking is some prior service at Fire Level Captain or above and some sort of Fire Officer course. It is requested that he be allowed to take Officer Training courses in the next calendar year. Assistant Chief Valerio is qualified across the board. The only issue is with certification for EMT/CFR.

At the Captain Level, we have one fully qualified person. Some additional training was suggested to enhance his qualifications.

There are three candidates for Lieutenant. One, Mike Melito, is said to be moving out-of-district. If that is the case, he will not be able to serve in the lieutenant's capacity. Josh Coates is missing the Pump Operator's course. Mike Melito has all the course work done, but does not have the requisite number of years as an internal firefighter. Casey Fitzpatrick has everything but the Pump Operator's course. The plan is that the two officers who need pump training will have it within a year.

The two candidates for Fire Police Captain and Lieutenant are also fully qualified.

Both the Fire Department and EMS recommend appointing all officer candidates as presented.

Mr. Coates also spoke about the purchasing policy. They are looking for a single-source exception when purchasing "Scott" products. Other manufacturers cannot be quoted, since they would not be compliant with all our other equipment. If the item is on State Bid, then all criteria have been met. Justification has to be made whenever competitive bidding is not solicited.

Mr. Coates also mentioned that the Department would like to meet with the commissioners to discuss long-term financial and strategic planning.

C) PRESIDENT FIRE COMPANY – FRANK WUNDER

- The majority of active and social members of the department have completed their Workplace Violence, Discrimination and Sexual Harrassment.
- The Company is looking at putting in an LED sign at the Firehouse that is similar to the one at the high school. They would hope to incorporate it with the Village's sign that is already there. A stand-alone sign with pad would run around \$13,000.

Mr. Wunder agreed with the slates of officers presented.

MOTION: made by Trustee R. Clark and seconded by Deputy Mayor Wagar to appoint Brian Ely and Robert Valerio to the position of Assistant Chief of the Scottsville Fire Department for 2014-2015 provided they follow the recommended officer training within the next Village year.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

MOTION: made by Trustee R. Clark and seconded by Trustee J. Clark to appoint Mike Connelie to the position of Captain of the Scottsville Fire Department for 2014-2015.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

MOTION: made by Trustee R. Clark and seconded by Deputy Mayor Wagar to appoint Josh Coates, Casey Fitzpatrick and Mike Melito (if he is still a resident of the district) to the position of Lieutenant of the Scottsville Fire Department for 2014-2015 provided they all work on finishing up their qualifications during the next Village year.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

MOTION: made by Trustee J. Clark and seconded by Trustee R. Clark to appoint Don Brown to the position of Fire Police Captain for the Village of Scottsville for 2014-2015.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

MOTION: made by Trustee R. Clark and seconded by Deputy Mayor Wagar to appoint Tom Scott to the position of Fire Police Lieutenant for the Village of Scottsville for 2014-2015.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

OLD BUSINESS - None

NEW BUSINESS - None

ADJOURNMENT

MOTION: made by Deputy Mayor Wagar and seconded by Trustee J. Clark to adjourn the Fire Commissioners Meeting at 6:36 PM.

VOTE: Carried unanimously 5-0.

Trustee Jim Clark	AYE	Deputy Mayor Leslie Wagar - AYE
Trustee Rick Clark	AYE	Trustee Alex Ronnenberg - AYE
Mayor Paul Gee	AYE	

Respectfully submitted by,

Lee Mikewicz
Village Clerk