

## GENESSEE FIRE PROTECTION DISTRICT

Board of Directors' Meeting

Minutes of March 20, 2019

- ❖ **Board Members in Attendance:** Susan Eagle, Patti Harris, Scott Mefford, Beth Moran
- ❖ **Board Members Excused:** Maia Babbs
- ❖ **Call to Order:** 18:00 by Scott Mefford
- ❖ **Minutes of Prior Meetings:**
  - A motion was made, seconded, and approved unanimously, to accept the minutes of the February, 2019 Board meeting.
- ❖ **Public Comment and Announcements**
  - None
- ❖ **Financial Reports**
  - **Review of October Financials**
    - The February, 2019 financial report was accepted as stated.
  - **Audit**
    - C Shea reported that the field work for the audit has been completed. The audit may be ready for the April meeting; May at the latest.
- ❖ **Reports of Officers, Committees, Professional Consultants**
  - **Deputy Chief's Report**
    - Deputy Chief Sheehan reported the following:
      - Year-to-Date call volume 26 vs 49 2018; YTD medical to non-medical calls 20 medical to 6 non-med
      - The annual open house will be held on 9/14
      - Recruiting will reach out to The Village through an event at their community pool this summer; additionally businesses in the Town Center have been contacted about posting recruiting posters
      - Engine 971 currently has an electrical problem; no repair costs are yet projected
    - Cpt Frame reported that furniture and equipment have been ordered for the training room upgrades; expected date of completion is June
    - Cpt Frame also reported that roof drains have been leaking and heat tapes are being installed. Some electrical wiring will need to be changed at the same time.
    - Cpt Frame reported that one of the bay doors is being repaired; and the SCBA cascade system is planned for completion in June.
  - **Training Chief's Report**
    - attached to agenda
- ❖ **Old Business**
  - **Job Description and Process**
    - After much discussion about the Performance Review process, the re-write was accepted.
  - **Facilities**
    - New software to allow for better inventory tracking is currently being tested. Captain Frame will report on the software in detail at the April meeting.
  - **Cyber Security**
    - Director Eagle led a discussion of security risks and insurance coverages. A recommendation was made to increase our business interruption coverage. This will be addressed at the April meeting.

❖ **New Business**

➤ **Oath of Office**

- All Pension Board members need to be administered the Oath of Office at the next meeting.

➤ **Deputy Chief Nomination and Selection Process**

- Chief Babbs is leading the effort. An election committee will receive nominations. The entire process was explained by Chief Sheehan for new Board members.

❖ **There being no further business the Board meeting was adjourned at 19:037 hours.**