

**NORTH GREECE FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
1766 Latta Road Station #2a
1/23/2018**

PRESENT: Chairman A. DeCarlo, Commissioners J. Camiolo, T. Coyle, L. Andreano, M. MacKenzie; Fire Chief S. DeRosa, Deputy Chief P. McManus, Treasurer W. Bedford, Secretary Kari Dutton, HR T. Gretzinger, Deputy Treasurer K. Preston

ABSENT:

PUBLIC: Dir. D. Bartell, FF T. Sullivan, FF K. Rauber, Lt. D. Dickerson, Kathy Zaroczynski
Chairman A. DeCarlo called the regular meeting to order at 6:02 p.m. and noted the fire exits. The opening of the meeting was followed by the Pledge of Allegiance and a moment of silence for our departed members.

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner L. Andreano, To resolve to approve payment of voucher nos. 3863-3902 totaling \$28,315.16 as submitted by Treasurer Bedford and audited by the Board of Fire Commissioners on 1/23/18. *(This total is \$300 higher after running checks due to an unused credit being included in the original report that was approved.)*

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, but opposed to the Red Wings Safety shoes, T. Coyle-yes, M. MacKenzie – yes Carried

- The Treasurer presented the 2017 yearend financial report draft for the board to review. They can feel free to ask questions and it can be approved later. The board feels that the bank activity is not necessary to include in this yearly report.
- A FOIL request from Charles Johnson for the 2018 budget was approved. These should be placed on our website for public viewing.

2018.3000.6.01.23

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Camiolo, To nominate Deputy Treasurer Ken Preston for 2nd VP of the Association of Fire Districts State of NY. A letter will be sent as requested.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.3000.7.01.23

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner L. Andreano, To approve volunteer candidate Anthony Dispenza, all background checks and physical have been completed successfully.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.1000.1.01.23

MOTION BY Commissioner L. Andreano, 2nd by Commissioner A. DeCarlo, To scrap a station 1 vacuum cleaner that was not repairable and the built-ins from the HR office.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

Chief's Report

- We have had 275 responses year to date, 58.5% are EMS related.
- Once a date is established by 9-1-1, changes will be made to our current mutual assistance including the reduction from 2 mutual assistance engines down to 1. Primary mutual assistance agencies will be Barnard and Ridge Road. Hilton FD will respond mutual assistance with North Greece in the Northwest Region of the District.
- In addition to the response changes, automatic fill-ins have also been revised in that Hilton will send a ladder to Station 1, Lake Shore to send an engine to Station 2 and

Spencerport will send an engine to Station 3. The Captains and the Chief are also working on multiple alarm procedures and fill-ins.

- There will be a Fire Department Organization Drill Wednesday, January 31st at 7 PM.
- Firefighter Shane Bagley is scheduled to start on Monday, February 6th at 07:00 hours. We made a change to the start date to accommodate our payroll system.
- Everything is set for FF John Amo's retirement luncheon on February 1st.
- The Chief will be out of town from Friday morning, January 26th until late Monday night, January 29th. Deputy Chief McManus will be in town and will be covering for him.
- We have been having problems with the mobile app in Red Alert. They have not been able to solve these issues. The rest of Red Alert is fine. IT had a small breakthrough today. We cannot currently rely on iPad's in the trucks at this time.

2018.4000.6.01.23

MOTION BY Commissioner A. DeCarlo, 2nd by Commissioner M. MacKenzie, To approve sending Lt. D. Dickerson to FLBOA Codes Conference March 12-14, 2018 with a cost not to exceed \$390.00.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.4000.7.01.23

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner M. MacKenzie, To send Firefighter's Ancker and Horowitz to Ice Water Rescue Technician training February 13 and or Feb 27, backup dates will be February 15 and March 2. This is a local program which is weather dependent.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

2018.4000.8.01.23

MOTION BY Commissioner M. MacKenzie, 2nd by Commissioner J. Camiolo, To send Capt. K. Helfer to the collapse training series at PSTF May 4-11, 2018.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner T. Coyle, To move to executive session at 6:25 PM to discuss matters relating to personal financial and medical of an employee.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner J. Camiolo, 2nd by Commissioner T. Coyle, To return to the regular session at 6:59 PM.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

- An introduction to Quick books reporting was given by Kathy Zaroczynski.
- Concur update: This program is currently being paid for and will be implemented shortly. Purchase request initiators can pick which 2 approvers will approve the purchase. Once approvals are made it goes through to the treasurer and then the vendor. It will then be brought into QB as a bill. The treasurer is yearly given approval to pay certain bills up front. He would like the ability to pay through ACH or EFT (autopay) rather than entering each one of these as bills into QB's. He will check with our auditor and our lawyer first to make sure everything is appropriate.

2018.8000.11.01.23

MOTION BY Commissioner L. Andreano, 2nd by Commissioner A. DeCarlo, To approve the use of Concur to manage the front end of our purchasing process with a cost not to exceed \$400 per month. We will send a letter on letterhead stating that we are not interested in the bill paying portion.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

MOTION BY Commissioner L. Andreano, 2nd by Commissioner J. Camiolo, To resolve to adjourn the regular meeting at 8:02 p.m.

L. Andreano-yes, A. DeCarlo-yes, J. Camiolo-yes, T. Coyle-yes, M. MacKenzie – yes Carried

Respectfully submitted,

Kari Dutton, Secretary
Board of Fire Commissioners
North Greece Fire District