

Union Center Fire Company, Inc.
Board Meeting

February 12, 2016

Board Members Present: Wes Miga, Ken Battaglini, Bill Dieffenbacher, Frank Trzcinski, Bob Bealo, Chris Hoyt

Executive session began at 6:00pm. This was a closed session to allow each Board member to bring forth personal matters, if necessary, as each verified his commitment to serve on the Board.

Open session began at 7:40pm.

Agenda Items -- Updates from this meeting are in [brackets]

- Top-Priority Items
 - Physicals - identify who needs them [Frank will look at the physicals that are in the file cabinet and the stack that was in the Secretary box.]
 - Roster - identify when Board positions end [Karen updated the roster to show this.]
 - Outlook - this hasn't been updated in a few years, and it needs to be updated [We will get together to figure this out following the budget meetings.]
- Old Business & New Business Items from the Annual Meeting
 - Physicals - identify how often people need them [Check with PESH to see what the requirements are. Bill will check our forms. Wes will review the contract with Lourdes. {high priority} - Maybe we will renew the contract with Lourdes for only six months and monitor how they do.]
 - Calendar of events / annual items
 - Select items from Bill's Task_Calendar.xls [We will add other items that pertain to the Board.]
 - Phone problems at station 1 [Wes will call Time Warner.]
 - Lourdes delay with physical results (and other problems with them)
 - Look into another provider [UHS, if Lourdes doesn't work out.]
 - Bob got information about Town of Owego ("Using a privet company , not as good but less hassle . All have to show up one day and are herded though. No plain for new hires other than they are trying to get a doctor to look at them , He may retire but.")
 - Defensive driving course - online, Mang ? [We will see how many people are interested in the next monthly meeting. Ken will look into it.]
 - PESH visit [Ken will work with Chris.]
 - OSHA courses [Bob]
 - Determine whether Mang has courses that suit our needs
 - Determine whether FASNY has courses that suit our needs
 - Cancel CentreLearn
 - Identify courses that the company needs to take
 - Send letter to the company [by end of March]
 - Alarm System at station 2 (brought up by Chris Hoyt) [Wes to handle.]
 - No alarm sounded at the station
 - Alarm company called Mark Henry, rather than PSAP
 - Awards for 2015 (question from Jim Brown) [Chris will handle.]
 - Officers usually decide
 - Primarily training officers

- Committees that did not get volunteers during the Annual Meeting
 - Get them staffed
 - Bylaw - [next company meeting]
 - Social - [next company meeting, at least for ideas]
- Items submitted by members
 - Policy for station access, key and FOB issuing.
 - Keys [We will make sure that we can account for all keys. If not, we will recore.]
 - Members (multiple fobs), police officers (21), Board of Elections (3), Vendors (Burr, Alice, Har-Rob, Mike Chalson, Rich McPherson, MES Airpacks, Syracuse Time & Alarm, Tri-County Comm, United Alarms), other fire departments (Endwell, Maine, West Corners) [There are no known issues with the current approach, so no new policy at this time.]
 - PESH Guidelines need to read, and membership should be notified of what is recommended. [minimum firefighter requirements (e.g., fire extinguisher training) Ken will talk with Jeff Winchell to see if he can come on Sunday Feb 28th to give us guidance.]
 - Apparatus Use Policy..... "No pool filling" [Apparatus Use is already covered under our Code of Ethics. Pool filling is no longer permitted.]
 - More accountability of the Fire Chief. [This may possibly be satisfied with more officer meetings. Wes to investigate.]
 - Company communications - distribution to inactive members - one person causing a problem [The member will be dropped from the distribution list.]
 - Bylaw proposal allowing a majority vote of the Board of Directors to waive bylaws [We believe this will be solved by following the existing bylaws.]
- Other
 - Board discussion during training [We must avoid this.]
 - Resignation from Derinda Schaffer
 - Does she possess any equipment or property ? [Chris to determine. Kurt may have her pager.]
 - Maine Training Facility
 - Determine list of improvements for 2016 [Topic for a subsequent Board meeting.]
 - Certificate of Incorporation corrections [Topic for a subsequent Board meeting.]
 - Review of member progress toward required items -- ICS 100 & 700, Firefighter I, Fire Police, Fire Officer I, morale, engagement [We will review this regularly.]
 - Also consider member involvement
 - Assistant to the Treasurer
 - Building Committee
- [Ken's Update]
 - [Maintenance room floor at station 2 - Brent Dyer had operations on both feet and he will fix the floor when he is back on his feet.]
 - [Back room at station 2 - Bill will find the contract and give to Ken to see whether it was covered.]

Initial Board Responsibilities

Wes Miga

- Calendar of events / annual items
- Alarm system / problems
- Key Fob system / access
- Phone system / problems
- Physicals - relationship with Lourdes / problems
- Certificate of Incorporation

Ken Battaglini

- Station improvement projects
- Board liaison for apparatus (e.g., rig replacement)
- PESH compliance (planning, visit)
- Defensive driving course

Bill Dieffenbacher

- Financial items
 - Budget / Outlook

Frank Trzcinski

- Member Status / Roster
 - Physicals - status
 - Board position terms

Bob Bealo

- Reports - generate statistical reports
- OSHA courses
 - Identification of courses
 - Communication with the membership
 - Tracking of member progress / status
- Station Rental

Chris Hoyt

- Reports / reconcile with NYS
 - Periodic update on status
- Awards for members

Meeting ended at 9:10pm.

Next meeting will be Sunday, February 28, 2016 at 6:00pm.