

**UNION CENTER FIRE COMPANY**  
**COMPANY MEETING**

March 7, 2016

**PRESENT:** F. Trzcinski, W. Miga, B. Dieffenbacher, D. Dieffenbacher, C. Hoyt, M. Belensky, D. Hoeflein, S. Hoyt, K. Hoyt, K. Battaglini, S. Bealo, R. Serowik, A. Greenlee, R. McConnell, B. Polhamus, H. Polhamus, I. Espada, T. Meschter, R. Fiori, G. Greenlee, K. Greenlee, M. Henry, K. Miga, J. Brown, J. Drotar

(J. Buonomo and G. Roberts tried to attend, but there was an EMS call before the meeting started and then another one, so they never made it back.)

**CALLED TO ORDER:** 19:52

**MINUTES FROM:** 02/06/2016 **ACCEPTED:** J. Drotar, seconded by C. Hoyt

***TREASURER'S REPORT***

Activity checking: \$7533.95  
General checking: \$3173.58

Activity: \$2196.64  
2% Money: \$5337.31

We received a letter from Amazon Smile saying that we have donations totaling \$87.03. We will get this set up so that we can receive the donations. We are going to be getting our PayPal account established as well.

We received our money from both the Town of Union and the Town of Maine, so we have all of our income for the year except for grants and other miscellaneous things.

Tonight the board agreed to a new policy on the financials, which is an update to what we were doing in the past. On each account listing there is an account owner as it pertains to the various budget lines; we will try to make that more specific with individual names. If we have committees or other groups associated with the account, we will have individuals listed. The account limit will also be increased from \$300 up to \$500. There will be a greater amount but more accountability.

I combined all of the six different financial practices policies together into one document, which will be posted on the website.

An agreement will be done for Weis cards similar to what we already have in place with our credit cards, where we will have the people who are using them sign off on the rules of use at least annually. We are still working out the details.

**ACCEPTED:** J. Drotar, seconded by J. Brown

## ***BILLS AND COMMUNICATIONS***

We received the lease agreement and bill for the Vestal Training Facility. The contract has been signed and the bill has been paid.

## ***BOARD COMMUNICATIONS***

We are awaiting an answer from PESH regarding whether certain classes of membership require physicals. Once we get this information, we will send e-mails to those people who need them. They need to be scheduled by the end of March and completed by the end of May. If you run into any scheduling problems, let us know. In addition to the people who require them -- usually every other year -- we are now allowing all members to have physicals every year if desired. The company will pay for them. We will be updating the letter on the website and will also be sending out an e-mail.

The OSHA classes that were planned for Saturdays in March and April are being replaced with a class on March 26th from 09:00 to 15:00 in the auditorium at Huron. If you can't make the class, R. Bealo is looking into an online equivalent. Our insurance company is offering everything that is needed, so it appears that we will no longer need to pay \$3000 for CentreLearn. Usage has been low for this, other than what is required. If there is something on CentreLearn that you would like to use, let's talk about it. We would like to look for an equivalent.

We received a donation in memory of Dr. Daggy.

We received donations from G. Greenlee and M. Wiley through IBM and ExxonMobil respectively. We appreciate their generosity.

The phone system at Station 1 has been fixed (*phone rings, proving that this is true*).

We looked into the situation with the alarm at Station 2. We found that the alarm company didn't call the county because it was a trouble condition, rather than an alarm, and also it occurred during normal working hours.

M. Belensky and C. Hoyt fixed two of the overhead doors at Station 1, saving us a costly bill from the service company in Syracuse. They also repaired the air reel for filling tires, so that's working properly again.

There is an additional hose reel at Station 2 and there are two additional hose reels at Station 1 which should be in service soon.

All circuit breakers for the power drops in the bays will be replaced with GFCI breakers and a 220V power drop is being added for the booster on the Rescue.

There is a foggy window in the second bay door at Station 2. F. Trzcinski is considering options to fix it.

As our membership has grown, we are reviewing the work that needs to be done that does not yet have an owner. We are considering committees for some of this work, but other work may

be more appropriate for individuals. We'll be trying to give everyone the opportunity to be involved.

## **OFFICER REPORTS**

### **CHIEF:**

- The incentive orders are starting to arrive. If you owe money, please give me a check. Let me know if you need to know the amount.
- The minutes for the officers' meeting are either online or will be very shortly.
- Some damage was found to the rear of the EMS. It looks like it was backed into the trailer, but no one ever mentioned it. We are not looking to get anyone in trouble. You need to let us know if accidents happen.
- Thanks, R. Fiori, for a good dinner!

### **FIRST ASSISTANT CHIEF:**

- The County is implementing new dispatch software and fire reporting software on March 14th. Ideally there will not be much of a change for us on the other side of the radio. There may be minor changes to the text messaging. The text page may now show the "operations channel", if selected by the dispatcher prior to the call being sent out. There may be some other changes to the info on the rip/run e-mails that are received. The Apparatus Unit abbreviations have changed a bit and this will be updated on IAR and Image Trend for reporting and tracking purposes. The Chief and I have started looking at other capabilities of the new system and will let you know if we are going to add or change anything to improve our operations.
- Our fire reports are up to date through February internally.

**SECOND ASSISTANT CHIEF:** No report.

### **DAY CAPTAIN:**

- We had an officers' meeting last week. We have a lot of work, so we will be having regular meetings on the fourth Monday of each month in order to communicate better.
- Chief Belensky and I are redoing the monthly rig check sheets.

**NIGHT CAPTAIN:** No report.

**FIRST LIEUTENANT:** No report.

### **SECOND LIEUTENANT:**

- J. Brown and I will be handling gear this year. Contact one of us if you have any issues.

### **FIRE POLICE CAPTAIN:**

- There will be a fire police seminar at the fire academy on March 19<sup>th</sup>. Let me know by Friday if you are interested and we will go from there.
- The cones and carrier were taken off of the brush truck for brush fire season. If there is a call and cones are needed, just put the carrier back on the brush truck and take the cones.

**EMS:**

- We recently had some very well-attended training for both CPR and Check and Inject NY.
- We are now up and active with the syringe epinephrine program, with the proper equipment located on both the brush truck and the EMS. This program is scheduled to run through the end of the year. As it is a pilot program there is no guarantee that we can continue this after the year is up, but it has been very successful in other states and they will most likely extend the program.
- We have the opportunity to expand the Opioid Overdose Prevention Program training to include anyone who wants to take it, not just licensed medical professionals. This would be at no cost to us. We can get free naloxone (Narcan) and do the training in-house. I feel that we should at least train the chiefs, who arrive on the scene quickly. They can carry this in their personal vehicles, although it has to be protected from extreme temperatures. This is also an opportunity to teach people and increase awareness about the huge problem with opioids and what we can do about it from our perspective. It is a good complement to CPR training. If there is interest, I would very much like to teach this.
- The annual UHS Emergency Medicine/Trauma Teaching Day is Saturday, April 16th. The company will pay the fee for EMS certified providers who are active. If you are interested, contact me to register by March 31st as we will get a \$15 discount.

**FIRE MARSHAL:** No report.

**SAFETY OFFICER:** No report.

**MAINTENANCE:**

- Brush 53 is out of service. There is an issue with the pump impeller binding up and not allowing the engine to run. We are aggressively trying to rectify this issue.
- Small vehicle inspections and service start in April.
- There is a minor electrical issue on PT53, with the marker light and pump panel light out. Work on this is in progress.
- New 2016 insurance cards are being put in the apparatus and will be completed in the next day or so.
- I am in the process of updating weekly and monthly rig check sheets with Captain VanKuren. We are trying to clean up the wording for better understanding of what is needed and how things should be checked.

**AIR/CASCADE:**

- Everything is in service.
- Cascade bottles 4, 5 and 6 will be out for hydro at the end of next week or the beginning of the following week. I put a note up on the white board. If you need to fill bottles before then, start with Cascade bottle 6 and work backwards. I will let the officers know when the Cascade bottles are back in service.

**TRAINING:**

(J. VanKuren)

- Saturday training is going great.
- OSHA class training is coming up on March 26th from 09:00 to 15:00 at Huron Campus Auditorium.

- We will be doing our training schedule with Maine Fire soon.
- Thank you to R. Serowik and K. Serowik for doing our yearly CPR class.

(C. Hoyt)

- J. VanKuren and I attended the Maine training tower committee meeting. It was determined that since Nanticoke no longer exists, they are interested in raising dues to \$375. We already gave our approval for this. This will give them enough money to hopefully make improvements. They also pay about \$200 to \$250 for insurance each year. The lock on the door needs to be fixed and if can't be fixed, the suggestion was made to replace it with a non-battery-operated keypad. Outdoor carpeting will be installed to fix the issue with the concrete floor in the basement to prevent it from ripping up turnout gear. A door will be installed on the second floor for VEIS operations. A door will be installed in the floor of the third floor for FAST operations. Another anchor point (\$1500 estimate) is to be installed on the third floor; they are getting other pricing but the previously-mentioned items will be done first.
- I. Espada signed up for Firefighter 1 boot camp and will probably be using the Utility when that takes place. (Ivan, if you need any help, talk to an officer.) A. Drake was going to sign up, but has not yet signed up as far as I know.
- B. Dieffenbacher and D. Dieffenbacher signed up for a wildland search class on April 2nd and will be taking the Utility to that.
- We need to have a discussion regarding Tuesday training. We are supposed to start with rig check at 18:30, but that is not working because people are not showing up on time. I can understand if someone is at work, but the majority are arriving at 19:00. (Discussion regarding when training should start. The decision was that the rig will leave Station 2 at 18:20 and that way everyone should be down at Station 1 by 18:30.)
- State classes are available on the Broome County website. I sent out the schedule for Tioga County, which I believe runs from January through December. Take as many classes as you can. There is one starting in West Corners that has no prerequisites. It is called Principles of Instruction. It was pointed out that PESH was recommending it. It starts at the end of this month and runs for five Monday nights. Sign up online. If you sign up for state classes, let me know.

**HEALTH/SAFETY:** No report.

**AUDIT:**

- We had an audit and everything looked good. We are still working with B. Dieffenbacher on the offline donations. We are concerned about the tracking of this and would like to have more members of the board involved. We are looking for accountability for when Station 1 is rented and a receipt process is being started. Those are the only two inconsistencies that we found.

**PARADE:** No report.

**AUXILIARY:**

- We had a good turnout for the Broome County Firefighters Association meeting on Friday night, where we provided the food.
- At our last meeting we chose August 20th for the date for a picnic at Greenwood Park. I can turn in an application to rent the pavilion, which costs \$90. (Since we are using 2% money for this, we need to vote on this.)

YES: 22

NO: 0

ABSTAIN: 0

**BYLAW:** (No committee members)

**B. C. FIREFIGHTERS ASSOCIATION:** No report.

**WEBSITE:**

- We have done routine updates.

**RETENTION/ RECRUITING/ MEMBERSHIP:**

- Darlene Drake and Anthony Drake submitted applications, but Anthony is only 14 years old and is not eligible to join the company for another 2 years. Because Darlene was planning to join with Anthony, she withdrew her application as well.
- There was no negative feedback for deleting the witness signature from the application form, so the updated form (without the witness signature) is on the website.

**ELECTION OF NEW MEMBERS:** None.

**MEMBERS COMING OFF PROBATION:** None.

**SUNSHINE:**

- We sent a sympathy card and flowers to the Bealo family.
- We sent a thank you card to United Plumbing and Heating for donating the mounts for the new hose reels.

## ***OLD BUSINESS***

Regarding the defensive driving class, K. Battaglini looked into this and there are a few options. A class could be held on a Saturday or Sunday here at the station from 09:00 to 15:30. There is also the option of taking the class online for \$24. The deduction on your insurance is good for 3 years. (Seven people were present who were interested in taking the class.) After a discussion, it was decided that the best option was to take the class online. You take it, pay for it, and submit a purchase order for the \$24. A link to the website for this class will be sent out so that those who wish to take it may do so.

The awards for the year are usually given at the Christmas party, which did not happen in 2015. We will be giving awards for service years that were missed this past year.

There are two committees which currently have no members; the bylaw committee and the social committee. W. Miga requested volunteers for these two committees. K. Miga, T. Mason, and R. Fiori volunteered for the bylaw committee, as long as the bylaws continue to be upheld. (Discussion regarding whether a separate social committee was needed or if the Auxiliary can provide the services of the social committee.) It was decided that the Auxiliary will serve as the social committee.

## ***NEW BUSINESS***

(W. Miga) I am appointing a standing committee to be in charge of rigs and buildings. M. Belensky will be the lead person for rigs and M. Henry will be the lead person for buildings. A lot

of things come up in both areas and we will get some people to help them. It will be a single, appointed, standing committee. At the annual meeting we will look for new members.

- (C.Hoyt) G. Greenlee, H. Polhamus, and T. Meschter agreed to be on this committee. I left a message with S. Drake.

(W. Miga) We are forming a special committee for purchasing a new engine. If you are interested in being on this committee, send me an e-mail.

(C. Hoyt) We need a membership vote for a purchase of over \$5000 for five sets of bunker gear to replace gear that was going out of date and gear for a couple of new members. We budgeted for this in the outlook. The cost is \$11,660 plus shipping.

YES: 22

NO: 0

ABSTAIN: 0

(B. Dieffenbacher) We have recurring bills for insurance, mortgage, etc. I need to compile a list as I did not have a chance to do so after we talked about this last night. Since the bills are over \$5000, we need a company vote. We will do this next month.

Thank you to R. Fiori for the great meal!

**REFRESHMENTS FOR NEXT MEETING:** T. Meschter

**NUMBER ATTENDING:** 25

**VOTING:** 22

**TIME ADJORNED:** Motion for adjournment was made by M. Belensky and seconded by G. Greenlee at 20:51. All were in favor.

**NEXT MEETING:** April 4, 2016

Respectfully submitted by Assistant to the Secretary, *Karen S. Miga*