

Board of Fire Commissioners Meeting
Webex meeting at 5:15pm
Thursday, April 9, 2020

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:18 p.m. by Chairperson Bonnie Heath. This meeting was conducted via Webex access.

Commission members present include, Chairperson Bonnie Heath, Vice-Chair Paul Quinlan, Commissioner Chris Hotchkiss, Commissioner Dale Saddlemire and Commissioner Bill Starr

Present at the meeting: Fire Chief Wayne Friedman, Deputy Chief Duane Pierce, Volunteer Firefighter membership Coordinator Greg Maxwell, FF Union President/Captain Derek Reynolds

Pledge of Allegiance.

Moved by Commissioner Starr; seconded by Commissioner Saddlemire to approve the March 2020 meeting minutes. All in favor, motion carried.

Moved by Commissioner Quinlan; seconded by Commissioner Hotchkiss to approve the March 2020 Paid Staff sick report. All in favor, motion carried.

Fire Chief Wayne Friedman Report:

- Sadly announced that Retired Captain Murray “Stub” Aldrich had passed away. We are working with the family on future arrangements
- COVID-19 Fire Department Report:
 - 24 Hour Shifts –Less often contact between shifts
 - 3 Stations-2 at HQ, 2 at station 2 and 2 at armory. We have set the Armory up to be a functional department as we did about 14 years ago to respond to calls.
 - Temporarily adjusted EMS call types we respond to. Call volume has dropped.
 - Internal Policy changes regarding this pandemic have been distributed. Thank you for all the dedicated assistance from Deputy Chief Pierce, Captain Dave Jensen, Captain Mike TenKate & Captain Colleen Price.
 - Fire Department is right on target with PPE needs and pre-cautions. When the City of Cortland reaches the peak for Covid, we are ready.
 - We have had two members tested for the COVID 19 and both came back negative, not work related.
 - Currently we have slowed our Volunteer staff participation down, but are continuing to provide some online training and communications.
 - Fire Department is shut down, no activities, no visitors, no family members etc. into any stations.
- Captain Dave Jensen has rescinded his retirement for 60 days
- Captain Carl Grantham has retired effective 3/20/2020
- After interview process, Firefighter Derek Reynolds promoted to Captain effective March 27, 2020.
- Finance Director has indicated budget concerns due to COVID. He has asked department heads to review budget and find possible ways to lower expenditures to make sure everything is covered for the remaining fiscal year 2020.

- Arbitration has made a ruling, Fire Chief does not have many details at this point regarding decision. Will keep updated as they come available.

Deputy Chief Duane Pierce Report:

- 201 is still at the shop getting warranty paint work, hoping to be back and in service soon.
- Covid-19 report:
 - Captain TenKate and Captain Jensen have been assisting at the EOC with Covid-19 coverages.
 - Working with EOC regarding all 1st responder PPE supplies that are needed
 - Will start working with Captain TenKate to get FEMA reimbursement for all Departments City wide.
- Fire Department crews did a great job on assisting the Police on their intense call last Friday. Volunteers were wonderful with their assistance in road closure. Everyone was on-point and great work for 12 hours, the Fire Chief was command staff all through the night. Thank you everyone for all the quick response and hard work.

Firefighter Union Report- President Captain D. Reynolds

- The Department career and volunteer worked quickly and efficiently for the Elm Street call on March 27, 2020 involving a City Police Officer shooting. Police Chief and staff very appreciative of Fire Department's assistance.
- Firefighter for a Day Camp event is on hold at this point, even if things get close we have enough in the budget to move forward if need be.
- Union would like to thank all off our command staff for being prompt and for all the pre-caution they are taking during this pandemic.

BOE Report:

- Volunteer FF Mark Schroeder have been putting together power points for our volunteers training that they can do from home.

Volunteer Updates:

- New Membership applicants are moving along, little slower due to COVID.
- Working on new applicant procedures, currently interviewed four people.
- Crown City Ladder and Hose Company are continuing to have meetings through WebEx.

Old Business

- LOSAP for 2019 has been completed and sent in. Fire Chief is in contact with McNeil to completely finalize for payment.

New Business

- Finance Director, Mack Cook, spoke to council Tuesday regarding the 2020-2024 capital budget in regards to bonding for city big projects. Fire Department preliminary discussion in regards to the bond was for the window project and replace turn out gear. We have bigger visions for use in the next stage year 2025.

Moved by Commissioner Hotchkiss, seconded by Commissioner Quinlan to adjourn the meeting at 5:46p.m. All in favor, motion carried.

Respectfully Submitted by:
Heidi Brown *Administrative Assistant*

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