

**Board of Fire Commissioners
Meeting
Thursday, December 13, 2018**

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:14p.m. By Vice Chair Paul Quinlan.

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

Excused: Chair Bonnie Heath

Present at the meeting: Fire Chief Charles Glover, D/C Wayne Friedman, Asst. Chief Charlie Sherman, BOE President Jay Thorton, BOE Secretary Chris Hines, FF Derek Reynolds, FF Greg Maxwell, FF Dylan Esposito, FF Thomas Rochford, FF Nick Curtis, FF Jeff Moore.

Pledge of Allegiance.

Moved by Commissioner Hotchkiss seconded by Commissioner Starr to approve the November 2018 meeting minutes. All in favor, motion carried.

Moved by Commissioner Saddlemire Seconded by Commissioner Starr to approve the November 2018 Paid Staff sick report

Fire Chief's Report:

- Update on our FF Steve Zelsnack, was in a serious MVA accident, he is currently in critical but stable condition at Upstate. The department has started a go fund me page, web store for T-shirts (all funds go directly to the family), opened a Bank account in Syracuse Firefighters Credit Union for donations made to the family. Staff are taking turns helping with the chores in the morning and afternoon on the farm.
- The budget went to Common Council and has been adopted by the legislative body. Overall, the department budget went down but not as significantly as once anticipated. The volunteer budget line was reduced by \$5000.00 to cover the cancer bill and cost of volunteer physicals.
- Will be seeking Common Council approval to lift the hiring freeze and hire a firefighter. This request is not to replace anyone at this point; we have 2 members on extended leaves and the addition will help with staffing.
- Santa Clause Ride event schedule was full after 2 days of having been posted for slots for the public to choose. There will be 80 stops, 40 with each engine estimate this will have us visit 200 children total. Both career and volunteer staff work together for this event. Donations from Company's 3, 6, 2 and the union go to financially support the event as well as provide food for all the workers. Plan is to also provide a few families with Gift Cards as the need presents itself during the Santa Ride.

BOE Report:

- The department conducted elections . Volunteer Chiefs remain the same:
Deputy Chief R Allen
1st Assistant Chief Charles Sherman
2nd Assistant Chief Scott Fairbanks
- Annual Dinner preparations are underway. The banquet will be held January 19, 2018 at the Elks.
- The volunteer room at Armory is empty and been painted. Continue to do a few more repairs on the space to spruce it up.

Volunteer Updates:

- **New Applicant:** Dawn Brown: Current Employee of CRMC & Tops Friendly Market. Would like to learn more about EMS and assist the community.

Moved by Commissioner Hotchkiss seconded by Commissioner Saddlemire to approve New Member. All in favor, motion carried.

- 4 Members (Nicholas Curtis, Thomas Rochford, Dylan Esposito, Cameron Garguilo) have reached 12 Months, All attended the Spring Basic Exterior Fire Operations, Fall FF Boot Camp. All 4 members reviewed each company and chose to join Co # 3.

Moved by Commissioner Starr seconded by Commissioner Hotchkiss to end probation and appoint the Members. All in Favor, motion carried.

- FF Jeff More has reached 9 months of service. He attends training, attends meetings, has participated in many department functions and has recently joined Co# 3.
- FF Isiah Oaks has reached 3 months of service. He attends training regularly, has lots of interest in the various aspects of the department and is doing well.

Old Business:

- LOSAP update: Staff are continuing to work with McNeil as our 3rd Party contact and they advised they are making good progress at this point. They also have advised that we do not make any changes at this point until the details are fully settled. Funds from AXA (previous company) have been transferred to Putnam and the money will be credit to account which McNeil will take care of.
- D/C Sherman has revised the document on rules, laws, requirements for the LOSAP program, need approval from the commissioners.

Moved by Commissioner Quinlan seconded by Commissioner Starr to approve the LOSAP document. All in favor, motion carried.

New Business:

No new business was presented.

Moved by Commissioner Quinlan, seconded by Commissioner Hotchkiss to adjourn the meeting at 6:14 p.m. All in favor, motion carried.

Respectfully Submitted by:
Heidi Brown
Administrative Assistant