

CITY OF CORTLAND
BOARD OF FIRE COMMISSIONERS
Thursday, May 14, 2020, 5:15 p.m.
Mayor's Conference Room
(VIA WEBEX)

The webex regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:20pm by Chairperson Bonnie Heath

Commissioners Present: Chairperson Bonnie Heath, Vice-Chair Paul Quinlan, Commissioner Chris Hotchkiss, Commissioner Dale Saddlemire, and Commissioner Bill Starr.

Attendees: Chief Wayne Friedman, Deputy Chief Duane Pierce, Volunteer Firefighter Membership Coordinator Greg Maxwell.

Pledge of Allegiance

Minutes: The April 2020 meeting minutes were approved. Motion made Commissioner Starr, seconded by Commissioner Quinlan. Motion Carried (All in favor)

Sick Leave Report: The April 2020 sick leave report was approved. Motion made by Commissioner Starr, seconded by Commissioner Hotchkiss. Motion carried (All in favor)

Chief Friedman Report:

- COVID 19: Continuing to maintain procedures established and make necessary adjustments as needed. Working closely with Local, County and State agencies on a daily basis to maintain service to the community and keep staff healthy. Currently making adjustments and preparations for the Central NY Phase 1 re-opening of the community. Focusing on Code Enforcement / Fire / Cortland Police interaction as we move through the first phase.
- Working on budgeting concerns for the current fiscal year as well as 2021. We anticipate the current furlough of affected City employees will end July 31st, 2020.
- Captain David Jensen has notified the office of his intent to retire on May 28th, 2020. Capt Jensen was originally scheduled to retire in March and he postponed his retirement to assist not only the Fire Department, but all City Employees and the community. Capt Jensen in his role as Municipal Training Officer was instrumental in our preparation for Covid 19 and his expertise and skill greatly assisted the City of Cortland and the community we serve.
 - We are working on a replacement plan for the Training Officer vacancy.
- Career and Volunteer Chiefs will be working on a plan to continue service and integrate changes as a result of Covid. We will focus on daily operations as well as changes to our training routines.

Deputy Chief Pierce Report:

- Continuing to evaluate procedures and processes. We are making additional adjustments for long term utilization of the Armory as a functioning location for career and volunteer staff due to Covid.
- Reviewed Salisbury St Structure Fire. Career/Volunteer staff mitigated the incident well and were faced with very adverse conditions upon arrival.

BOE Report: None

Volunteer Staff Report: None

Old Business None.

New Business: None.

Closing Discussion: Chairperson Heath thanked the department and the commissioners for their work during the past two months dealing with the new challenges that have been facing. Chief Friedman summarized and stated that on-going communication with the Commissioners and the Department will be critical as we continue to move forward with a difficult year ahead.

Adjournment: Motion made Commissioner Commission Starr, seconded by Commissioner Saddlemire to adjourn at 18:00. Motion Carried (All in favor)