

Meeting Minutes: February 5, 2021

Meeting called to order at 0800 hours via the "Microsoft Teams" online video conferencing platform. The "GoTo Meeting" platform (<https://www.gotomeet.me/Fire11/ff-tax-feb2021>) that was previously scheduled had encountered complications and was unable to be utilized.

Members present: Not in person

Members present via other means: Bos, Ellis, Gade, O'Shea, Reed, Tourtelot

Members absent: DeRose

Guests remotely: Barnes, Brass, C. Howard, Kelleher, Mullaney, Render, Rusher, Wido

1. **Old Business**

- a. Approval of last meeting (11/6/20) minutes. Motion to approve by O'Shea, second by Reed. Minutes approved.
- b. Update on activities/purchases.
 - i. Previous purchases
 1. Face Coverings
 2. Fitness Equipment
 3. TRT Equipment
 - ii. Outstanding purchases
 1. New hire general items
 - a. In progress
 2. Shoe Program
 - a. Program feedback
 - i. 93% participated
 - iii. In-Progress
 1. Recliner maintenance and/or replacements
 - a. Maintenance called for units at stations 8 and 14
 - b. (2) replacement /trial units purchased from Fire Station Furniture for \$1,938.
 2. Hose testing service for 2021
 - a. Being researched

2. **New Business**

- a. 2021 Foreign Fire Tax Board meeting dates review (approved at the 11/6/20 meeting).
- b. Trustee election
 - i. Board member election terms expired on 2/1/21: Ellis and O'Shea

- ii. Election was held electronically for 3 days beginning January 18th for Ellis, O'Shea, Spicer, Raz
- iii. Election concluded on January 21st
- iv. Majority of votes from the membership went to Ellis and O'Shea
- v. Ellis and O'Shea will serve their 3-year term beginning on February 1st, 2021
- vi. Current terms review
 - 1. Gade and Reed terms expire in 2022
- c. Treasurer's report
 - i. Current funding available: \$213,684.56
 - ii. Total expenses last year (2020): \$183,564.72
- d. Reimbursements
 - i. None reported
- e. Recurring/yearly budgeted items
 - i. Establishment of an items list for new hires.
 - 1. Equipment is being purchased on an as needed basis
 - ii. Storage cabinet is now located at fire station #13 with Foreign Fire Tax items
 - 1. Contact Reed to gain entry
- f. New proposals for purchasing:
 - i. Health & Safety
 - 1. Work gloves (100) for each member and supply for a total of \$3,050. Discussion and motion to approve items by Ellis, second by Tourtelot. Items approved.
 - ii. Fire & EMS Tools, Equipment, and Training
 - 1. Zoll cases (12) for each cardiac monitor a total of \$7,089. Discussion and motion to table purchase due to further research. Items tabled.
 - iii. Public Education
 - 1. None proposed
 - iv. Station Furnishings, Equipment, and Improvements
 - 1. None proposed
 - v. Department Welfare
 - 1. BCA clothing (508) for members for a total of \$9,924. Discussion and motion to approve items by Ellis, second by O'Shea. Items approved.
 - 2. 911 shirts (398) for members for a total of \$9,794. Discussion and motion to approve items by Tourtelot, second by Ellis. Items approved.
- g. Approximate total amount of items approved this meeting: \$22,768.00

3. Discussion

- a. Open Forum from members or visitors

- i. Render discussed autism shirts
 - b. Procedure for Foreign Fire Tax submittal reminder
 - c. 2021 department photos
 - i. Deemed as a recurring expense per past approvals
 - ii. Possibly scheduled to take place in August 2021 over 3 consecutive days
 - iii. Approximate cost for program is \$6,550 for photography labor, processing, printed units, framing, and digital formats
 - d. Yearly budgeted items
 - e. New hire Foreign Fire Tax purchase items
 - i. O'Shea working on a plan for new recruits to receive their on-boarding Foreign Fire Tax items at the 6-month point of their employment
 - f. Maintenance/replacement of current reverse osmosis units at each fire station
 - i. Gade to research and coordinate replacements
- 4. **Closing/Adjournment**
 - a. Motion to adjourn by Ellis, second by O'Shea. Meeting adjourned at 0903 Hours
 - b. Next Meeting Scheduled
 - i. May 7th, 2021 (Black Shift)