



**Board of Fire Commissioners Meeting
Wednesday, August 14th, 2024
Station 43 North Corning Fire Dept, Inc.**

Minutes

1. The meeting was called to order at 5:32pm.
2. Roll Call of Commissioners: Present: Commissioner Brenning Commissioner Clarkson, Commissioner Gridley & Commissioner Shafer. Absent: None
3. The Pledge of Allegiance was conducted.
4. Motion made by Commissioner Gridley to approve minutes of CJFD Fire Commissioners Meeting on July 10th, 2024 as written. Motion seconded by Commissioner Clarkson and carried. None opposed.
5. There were no nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District so this item was skipped.
6. Motion by Commissioner Gridley to receive and review the Treasurer's Report. Motion seconded by Commissioner Brenning and carried. None opposed.
 - Treasurer Evan Brown presented the Treasurer's report and provided details on several entries. Motion to accept the Treasurer's Report. Motion made by Commissioner Brenning to accept the Treasurer's Report as written was seconded by Commissioner G to pay bills detailed in the Treasurer's Report. Motion seconded by Commissioner Gridley and carried. None opposed.
 - Motion by Commissioner Brenning to approve transfer of \$55,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297.
 - Motion by Commissioner Gridley to transfer \$14,000 received from the sale of 3 vehicles acquired from Gibson Fire District from CJFD's General Checking account# xxxxx0297 to CJFD's Apparatus Repair & Replacement Reserve Acct# xxxxx4116. Motion seconded by Commissioner Brenning and carried. None opposed.
7. Motion to discuss status of the following CJFD initiatives:
 - Job Descriptions; No activity to report.
 - Planned sale of GFD Brush 87, a 2001 Ford F250 Super Duty with a diesel engine and 95,481 miles. Chairman Shafer reported that he hasn't completed bid forms needed for the sale of this vehicle. For this reason, the bid return date will need to be postponed until October 2nd, 2024.
 - Motion by Commissioner Gridley to approve sale of surplus SCBA from GFD to Miller Fire Eqpt for \$4,000. Motion seconded by Commissioner Brenning and carried. None opposed.
 - Motion by Commissioner Gridley to sell surplus hand tools, power tools, nozzles, power saws, and other surplus items at GFD and Stations 16 & 43 to Brian Swarhout for \$13,000.00. Motion seconded by Commissioner Brenning and carried. None opposed.
 - Community Education campaign: No report
 - Rotary Grant Program: No report.
8. Motion by Commissioner Brenning to discuss status of Facilities and Capital Asset needs and planning initiatives. Motion seconded by Commissioner Clarkson and carried. None opposed. Commissioner Shafer provided the board with an update on status of committee discussions about update/replacement of district facilities. He also provided an updated summary of CJFD's current debt obligations and an illustration about how the addition of new debt obligations over the next 8 years could affect CJFD's financial condition.
9. Motion by Commissioner Brenning to discuss the following prospective purchases. Motion seconded by Commissioner Clarkson and carried. None opposed.
 - Update digital signs at Stations 16 & 34. No report.
 - Chief Brenning indicated that he would like to outfit all CJFD members with Class A blouses and new bell caps. He indicated that he would bring cost estimates to a future meeting for consideration. He also requested funding to purchase 2 new battery powered exhaust fans at an estimated cost of approximately \$8,600.00. This request was temporarily tabled to see if we can obtain grant funding for this purchase.
 - Discussion ensued about status of the Hovercraft. Chief Brenning will speak with Wayne Nash about it.

10. Motion by Commissioner Brenning to discuss recruitment and retention initiatives for CJFD.
Motion seconded by Commissioner Clarkson and carried.

- Reimbursement of member education & training expenses. No report
- Follow-up report on 2024 Firefighter Experience Camp. Commissioner Brenning reported that our 2024 Firefighter Camp was fully enrolled and students gave very positive feedback about camp activities. He is already working on improvements for next year's camp, including having a family registration event the night before camp starts.
- Update on AAS Directed Studies Program in Fire Protection Technology @ CCC. No report

11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs.

- EMS turnout vests. No report.
- Motion by Commissioner Brenning to approve proposed updates to CJFD SOPs for:
 - Fire Station Safety
 - Personnel Parking
 - Election of Officers
 - Fireground Strategy
 - Fire Exposure Reporting
 - Emergency & Non-emergency Response Modes
 - Helicopter Landing Zones

Motion seconded by Commissioner Gridley and carried. None opposed.

- Other???

12. Visitor's Comments. None received.

13. Motion by Commissioner Brenning to adjourn the meeting @ 6:35pm was seconded by Commissioner Gridley and carried. None opposed.

Respectfully submitted,


David Shafer, Chairman

CJFD Board of Fire Commissioners

Upcoming Events / Important Dates:

Wednesday, August 21st, 2024, CJFD 2025 Budget Workshop REMINDER
Wednesday, September 4th, 2024, CJFD Commissioners Monthly Meeting CHANGE?