

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

January 24, 2017

Call to Order: The meeting was called to order by Mr. Bronstein at 6:00PM.

Pledge: Led by Mr. Diamond.

Minutes: A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to approve the minutes of the January 10th Regular Meeting and Organizational Meeting. All Commissioners present voting in the affirmative. Motion approved.

Officer's Report: No Report.

Treasurer's Report: Mr. Pilon presented the copier use report for the first quarter the machine was in operation. He noted that Copier usage for the period of 10/13/2016 through 1/12/2017 was 3890 black and white copies and 2233 color copies. This resulted in an excess of 290 black and white and 1483 color copies over our contract allotment. These overages cost an additional \$102.44. A discussion followed asking if anyone knew why the usage was so high, for example were there training manuals printed or something of the like. No known documents of that nature were printed or copied. Mr. Bronstein asked that the copier be equipped with access codes as originally discussed when the copier purchase was approved. All commissioners agreed that this would be prudent. Mr. Pilon and Mr. Schultz were asked to work with the vendor to implement access codes.

Vouchers:

Mr. Pilon presented the Abstract of Claims Report for review and approval (Addendum "A"). Motion made by Mr. Karoglanian, seconded by Mr. Vander Molen, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$44,608.34. Also, pending checks (#30983 – 31011), and ACH's amounting in total to \$84,269.22. All Commissioners present voting in the affirmative. Motion approved.

Bank Reconciliation: A motion was made by Mr. Vander Molen and seconded by Mr. Diamond to approve the bank reconciliations for December, 2016. All Commissioners present voting in the affirmative. Motion approved.

Correspondence:

- Rotary District 7150, Re: Building Use
- Onondaga County Fire Chief’s Assoc., Re: Building Use

Response Statistics:

Year-To-Date Response Stats:	DATE	GENERAL	E.M.S.	TOTAL
	12/31/2016	698	1183	1881
	12/31/2015	653	1209	1862

Training Requests:

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT.</u>	<u>BOARD</u>
MacLachlan	EMT Basic Refresher	AMR Ambulance	\$0	\$0	KK/PVM
Pienkowski	Advanced Airway	Sheraton University	\$200	\$0	KK/PVM

COMMITTEE REPORTS:

Apparatus and Equipment: No report.

Buildings and Grounds: No report.

Finance: No report

Long-Range Planning: No report.

Personnel/Staffing: Mr. Diamond reported that he met with FF Pienkowski and Chief Green to discuss and review the Training Officer position and role.

Legal: No report.

OLD BUSINESS:

None

NEW BUSINESS:

Building Use Request:

A motion was made by Mr. Diamond, seconded by Mr. Karoglanian, to approve a building use request from the Onondaga County Fire Chief’s Association to use the large conference room on January 18, 2017 from 5:00PM-7:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Diamond, seconded by Mr. Karoglanian, to approve a building use request from the Rotary District 7150 to use the small conference room on February 8, March 8, May 10, May 20, and June 14 5:00PM-8:00PM on all dates except May 20 will be from 8:00AM to Noon, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

Controlled Substance Plan:

Mr. Schultz presented the District's Controlled Substance Plan which needs to be updated and approved annually or as changes to the plan are made. Mr. Schultz noted that this is the annual approval but will need to be updated as soon as the newly appointed Director of Medical Operations (DMO) is fully vetted by the New York State Department of Health. A motion was made by Mr. Vander Molen and seconded by Mr. Karoglanian to approve the plan and authorize Chairman Bronstein to sign. Chief Green will obtain the remaining signatures. All Commissioners present voted in the affirmative. Motion approved.

Goals for 2017:

Chairman Bronstein asked that each Commissioner send him goals and objectives they would like included for 2017. He asked that these be provided prior to the next meeting.

Executive Session:

A motion was made by Mr. Vander Molen, seconded by Mr. Diamond to go into Executive Session to discuss a pending legal and personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:23PM.

A motion was made by Mr. Vander Molen, seconded by Mr. Diamond, to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 6:41PM.

No business was conducted during the Executive Session.

Adjournment:

There being no further business, the motion to adjourn was made by Mr. Vander Molen and seconded by Mr. Diamond. All Commissioners present voted in the affirmative. Meeting adjourned at 6:42PM.

MEETING ATTENDANCE:

Commissioners: Bronstein (Chair), Diamond, Karoglanian, Vander Molen and Schultz (Secretary), Treasurer Pilon, Deputy Treasurer Resch, Capt. Griffin, FF O'Connor

Brian M. Schultz,
Secretary
January 24, 2017