



**Board of Fire Commissioners Meeting
Wednesday, December 29th, 2021 @ 5:30pm
Station 16-East Corning Fire Department (In-Person Meeting)**

and

ZOOM Conference Meeting

Meeting ID: 849 8756 8089

Invite Link: <https://us02web.zoom.us/j/84987568089?pwd=bmYrUWwRSFN3WEtaSHhJWXNESk0xUT09>

One tap mobile: +16465588656,84987568089#,*072450# US (NY)

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Pass Code: 072450

Meeting Minutes

1. Call to Order by Commissioner Shafer at 1730.
2. Roll Call of Commissioners present: Commissioner Burrell (ZOOM), Commissioner Clarkson, Commissioner Shafer, and Commissioner VanDusen. Absent: Commissioner Gridley.
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion to approve minutes of CJFD Board of Fire Commissioner meetings on December 1st, 2021 by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.
5. Motion to discuss changing CJFD's 2022 Annual Meeting and monthly meeting for January from Wednesday, January 5th to Tuesday, January 4th, 2022 at Station 43 (North Corning) by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed. Change approved.
6. Motion to conduct an Oath of Office for Commissioner John Clarkson who was reelected on December 14th, 2021 to a 5-year term on the CJFD Board of Fire Commissioners for the period from 1/1/2022 to 12/31/2026 by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed. Commissioner Shafer conducted Oath of Office for Commissioner Clarkson for his five (5) year term.
7. Motion to accept Michael Mahnke's resignation as Deputy Chief 47-2 and membership in the Corning Joint Fire District and North Corning Volunteer Fire Department, Inc., effective January 1, 2022 by Commissioner Burrell. Second by Commissioner VanDusen. Carried. None opposed.
8. Motion to extend the appointment of Chief Brenning and Deputy Chief Nehring from January 1st, 2022 until CJFD's Annual Meeting on January 4th, 2022 by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.
9. Motion to discuss temporary vacancy on CJFD Board of Fire Commissioners with Larry Eccleston by Commissioner Clarkson. Second by Commissioner VanDusen. Discussion occurred. Mr. Eccleston educated on Commissioner position responsibilities. Mr. Eccleston discussed his background as Director of Transportation for Corning PP Schools and how his experience could benefit the organization. Motion by Commissioner Clarkson to appoint Mr. Eccleston for one year effective 1/1/2022 to fill vacancy on CJFD Board of Fire Commissioners. Second by Commissioner Burrell. Carried. None opposed.
10. Motion to receive and review the Treasurer's Report by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.

- Motion to approve payment of monthly bills on CJFD's Expense Report for 12/29/2021 by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.
- Motion to approve transfer of \$7,000.00 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover operating expenses detailed on the Expense Report for 12/29/2021 by Commissioner Burrell. Second by Commissioner Clarkson. Carried. None opposed.
- Motion to approve Corporate Authorization Resolution authorizing David Shafer, Evan Brown and Ryan Burrell to act as Agents of the organization with respect to all corporate accounts established by CJFD with Chemung Canal Trust Company by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.

11. Motion to discuss status of the following CJFD initiatives:

- None at this time.

12. Motion to discuss the following prospective purchases by Commissioner VanDusen. Second by Commissioner Clarkson. Carried. None opposed.

- Employee Assistance Program (EAP) – Clinical Associates of Southern Tier (*Proposal attached*). \$25 per person per year for approximately 75 members will cost \$1875/yr. Motion to approve EAP program by Commissioner Burrell. Second by Commissioner VanDusen. Carried. None opposed.

13. Motion to discuss EMS-related topics with District EMS Coordinator.

- Noted 6 medical bags were ordered so that all district apparatus with an EMS bag will be compliant with DOH requirements and identically configured.

14. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Burrell. Second by Commissioner VanDusen. Carried. None opposed.

- ECFD, Inc. FEMA SAFER grant amendment proposal extension requested by Commissioner Shafer.
- SOP's:
 - Motion by Commissioner Clarkson to accept transfer of ownership of equipment of items purchased by the South Corning Fireman's Association and Auxiliary to CJFD (see attached list). Second by Commissioner VanDusen. Carried. None opposed. The Board expressed their appreciation for this generous donation.
 - Membership Roster Requirements Rev 2; 2nd Read to membership. Motion to approve this SOP with minor revisions by Commissioner Clarkson. Second by Commissioner Burrell. Carried. None opposed.
 - Discussion ensued about Company 47 roll out and accomplishments. It is working very well across the district. Chief Brenning and Deputy Chief Nehring want to expand the program to include qualified CFR/EMT's for EMS emergencies. Motion made by Commissioner Burrell with second by Commissioner VanDusen to expand program to include EMS emergencies. Carried. None opposed.
 - Motion made to accept Leave of Absence requested by Seth McDowell (Sta 43) for 6 months by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.
 - Engine for Hovercraft to arrive tomorrow per Deputy Chief Nehring.

15. Visitor's Comments: None

16. Motion to adjourn the meeting @ 1812pm by Commissioner Clarkson. Second by Commissioner VanDusen. Carried. None opposed.

Respectfully submitted,



Jenniffer Mullen, Secretary

Upcoming Events / Important Dates:

Tuesday, January 4th, 2022. CJFD Annual Meeting followed by the regular monthly meeting of the Board of Fire Commissioners at Station 43 at 5:30pm.