



**Board of Fire Commissioners Meeting
Wednesday, June 7th, 2023
Station 43 North Corning Fire Dept, Inc.**

Meeting Minutes

1. Call to Order by Commissioner Shafer at 1731.
2. Roll Call of Commissioners present: Commissioner Clarkson, Commissioner Eccleston, Commissioner Gridley, Commissioner Shafer.
3. Pledge of Allegiance led by Commissioner Shafer.
4. Motion to approve minutes of CJFD Board of Fire Commissioner meeting on May 4th, 2023.
5. Motion to accept Ryan Burrell's resignation as a Fire Commissioner for the Corning Joint Fire District by Commissioner Gridley with a second by Commissioner Clarkson. Motion carried. None opposed.
6. Motion to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District: None at this time.
7. Motion to accept the resignation of Ryan Thomas as a member of the Corning Joint Fire District (Station 16) by Commissioner Gridley with second by Commissioner Clarkson. Motion carried. None opposed.
8. Motion to receive and review the Treasurer's Report by Commissioner Eccleston with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Motion to accept the Treasurer's Report by Commissioner Eccleston with a second from Commissioner Gridley. Carried with none opposed.
 - Motion to approve transfer of \$163,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover monthly expenses by Commissioner Eccleston with a second by Commissioner Clarkson. Carried with none opposed.
 - Motion to Adopt Resolution 2023-03 appointing Chairman David Shafer, Treasurer Evan Brown and Commissioner John Clarkson as Agents for all of CJFD's bank accounts with Chemung Canal Trust Company by Commissioner Clarkson with a second by Commissioner Eccleston. Motion carried. None opposed.
 - Motion to distribute and discuss a copy of EFPR's Report to the Board on the outcomes of their audit of CJFD financial statements for the fiscal year ended 12/31/2022 by Commissioner Gridley with a second by Commissioner Clarkson. Motion carried. None opposed. Audit reviewed with the Board by Commissioner Shafer.
9. Motion to discuss status of the following CJFD initiatives by Commissioner Gridley with a second by Commissioner Eccleston. Motion carried. None opposed.
 - Paving project Station 16 has been completed per Commissioner Shafer. \$9,000 share paid for this as well as apron at East Corning Station. Project has been resolved.
 - Status of E92 repairs reviewed by Chief Brenning. Work should be completed next week at a total cost of approximately \$32,000. Light tower and air cylinder repairs increased the cost of repairs. Chief Nehring to add light package that was previously approved by the Board when it returns. All tires will be replaced per NFPA guidelines and annual pump testing will be completed. Chief Brenning states this truck should last 3-5 years. Additional \$3,000 for compartment and body mount lighting to update recommended by JPB. Motion by Commissioner Clarkson with a second by Commissioner Eccleston to update the compartment and body mount lighting upgrade for \$3,000. Motion carried. None opposed.
 - Report submitted on status of IT Networking Project authorized by the Board on 12/28/2022. Installation is complete at Stations 16 and 43 and Ben will be working on Station 34 later this week. Station 16 and 43 both allocated association funds to purchase additional workstations to expand their access points to the network.
 - Rotary Grant Program update given. Approximately 10 smoke detectors have been installed at this time. Chief Davies has reached out to several other organizations to help with this project.

10. Motion to discuss the following prospective purchases by Commissioner Eccleston with a second by Commissioner Gridley. Motion carried. None opposed.
- Station Access control systems update. Ben is currently working on obtaining three quotes.
11. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Gridley with second by Commissioner Clarkson. Carried. None opposed.
- LOSAP Program Update/Next steps. Penflex will assist us with development of a Service Award point system for determining which members would qualify for an annual benefit. This will include a blend of credit-bearing activities such as call response, training, education, and district events. Commissioner Shafer would like the points system from LOSAP to be as congruent as possible with CJFD's current system for membership participation. Discussion ensued about setting annual benefit amount.
 - Discuss proposed initiative with Corning Community College to create an integrated academic/bunk-in program. Corning Community College working with CJFD to create an Emergency Management type program for 6-8 participants each year. Discussion ensued about bunk-in opportunities and teaching resources for firefighter courses. Additional meetings are scheduled with CCC representatives later this month to discuss curriculum format and next steps.
 - 2023 FF Experience Camp; July 26-28th. Chief Brenning reports 16 spots have been filled and he has reached out to Hammondsport FD to see if they have any members interested in participating. Our goal is to have 24-28 students. Evan Brown reported that Forrest View Gang Mills Fireman's Association has approved a donation of \$1500 for the camp and their Fire District will discuss it at their next meeting. Brad Jacobus stated he will request funding from the Elks club as well. All required supplies have been ordered.
12. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Eccleston with a second from Commissioner Gridley. Carried with none opposed.
- Proposal under consideration by CJFD fire companies to purchase water rescue equipment was tabled after a decision could not be made on what type of equipment to order. Instead, the 3 fire companies agreed to purchase a forcible entry door and a Konix box to assist with fire education and training.
 - Pump on Brush 34 has had numerous issues. A new carburetor was ordered for \$234.
 - Requesting permission to start a truck committee to look at long range planning for new apparatus. Commissioner Shafer requests that the proposed group expand its focus and look at all capital asset purchases that may be required in the next 5-8 years so that we can create a Multi-Year Capital Asset plan. Motion by Commissioner Eccleston to establish a Capital Asset Planning Committee with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Reminder from Commissioner Shafer that budget planning starts next month. Encouraged Chiefs to bring items that may be needed in 2024 to these meetings.
13. Visitor's Comments: Commissioner Clarkson states that a large label machine is missing from Station 43. If someone borrowed it, they would like to have it returned.
14. Motion to adjourn the meeting @ 1834pm by Commissioner Eccleston with a second by Commissioner Gridley. Carried with none opposed.

Respectfully submitted;



Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

Wednesday, July 5th, 2023, CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm.