



**Board of Fire Commissioners Meeting
Wednesday, October 11th, 2023
Station 43 North Corning Fire Dept, Inc.**

Minutes

1. Call to Order by Commissioner Shafer
2. Roll Call of Commissioners present: Commissioner Clarkson, Commissioner Eccleston, Commissioner Shafer
3. Pledge of Allegiance led by Commissioner Shafer
4. Motion by Commissioner Gridley to approve minutes of CJFD Board of Fire Commissioner meeting on September 13th, 2023 was seconded by Commissioner Clarkson and carried.
5. Motion made by Commissioner Clarkson to review the following status changes for members of the Fire Companies that comprise the firefighting force of the Corning Joint Fire District was seconded by Commissioner Gridley and carried:
 - Station 16: Motion made by John Clarkson to accept Cliff Miller's request to transfer from active to social status with appreciation for his 45 years of volunteer service to ECFD/CJFD. Seconded by Commissioner Gridley and carried.
 - Station 34: Motion by Commissioner Gridley to accept Andria Pfuntner's resignation from membership was seconded by Commissioner Clarkson and carried.
6. Motion by Commissioner Gridley to receive and review the Treasurer's Report was seconded by Commissioner Clarkson and carried.
 - Motion by Commissioner Gridley to accept the Treasurer's Report was seconded by Commissioner Clarkson and carried.
 - Motion by Commissioner Gridley to approve transfer of \$35,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover monthly expenses was seconded by Commissioner Clarkson and carried.
7. Motion by Commissioner Clarkson to discuss status of the following CJFD initiatives was seconded by Commissioner Gridley and carried:
 - Trunk or Treat Event for 2023 will be held at Stations 34 and 43 on October 31st from 5-7pm
 - Discussion ensued about Commissioner Shafer's proposal to draft a RFP for securing professional assistance with a Community Education/Public Relations initiative for CJFD. Goals of the initiative would include improved communication channels with CJFD members and the community at large. The project would require some funding to support the activities of a community relations/marketing coordinator. Mike Brenning indicated that there may be some interest on the part of the Town of Corning to participate in this project. Board approved drafting an RFP for further discussion. .
 - Rotary Grant Program: Flyers were sent out to Once Upon a Preschool and Smith School for engagement.
8. Motion to discuss the following prospective purchases:
 - None per Chief Brenning
9. Motion to discuss recruitment and retention initiatives for CJFD by Commissioner Gridley with a second by Commissioner Clarkson. Motion carried. None opposed.
 - Create video of 2023 Firefighter Experience Camp: Commissioner Shafer requested approximately \$500 in funds to have the Big Fox reporter who attended and reported on the 2023 Firefighter Experience Camp create a 5-7 minute promotional video that includes interviews that she conducted with several of the students and instructors. Motion to approve \$500 in funding for the project made by Commissioner Gridley with a second by Commissioner Clarkson. Motion carried. None opposed.

- LOSAP Program Updates:
 - Review and act on CJFD LOSAP Point System for earning an annual benefit: Motion by Commissioner Clarkson to accept LOSAP Point System was seconded by Commissioner Gridley. Motion carried. None opposed/.
 - Discussion ensued about selection of a LOSAP Financial Advisor.
 - Public Referendum to adopt program will be held on December 12th, 2023.
- Discuss proposed initiative to create an integrated academic/Bunk-In program.
 - Development of AAS program @ Corning Community College update given by Jen Mullen. Courses being approved through google drive and CCC faculty. Go live date expected on/about 1/1/2024.

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

- Annual maintenance on fleet vehicles is being wrapped up by JPB. Engine 25 in Syracuse to have valve and brake work completed.
- Engine 12/70 needs some non-emergent repairs. Transfer of ownership of this vehicle from Gibson Fire District to CJFD is included in the Joint Consolidation Agreement with GFD that should be approved next week. Repairs will be completed after the vehicle is transferred to CJFD on 1/1/2024.
- Chief Brenning would like to restructure CJFD's officer positions. He proposes to eliminate one Assistant Chief position and one Lieutenant position. Discussion also ensued about proposed improvements to the process that member fire companies use to nominate officer candidates to the Board of Fire Commissioners.
- Motion by Commissioner Clarkson with a second by Commissioner Gridley to eliminate one assistant chief position and one lieutenant position. Motion carried. None opposed.

11. Visitor's Comments: none

12. Motion to adjourn the meeting @ 1850 pm.

Respectfully submitted,

Jennifer L. Mullen, Secretary

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Upcoming Events / Important Dates:

Wednesday, October 18th, 2023 at Corning Town Hall at 6:30 pm:

- Public Hearing on Proposed Joint Consolidation Agreement of Corning Joint Fire District and Gibson Fire District
- Public Hearing on CJFD and GFD's 2024 Proposed Budgets.
- Special Meeting to Act on the Joint Consolidation Agreement and 2024 Proposed Budgets

Wednesday, November 1st, 2023 CJFD Fire Commissioner's Monthly Meeting at Station 43 at 5:30pm