



**Board of Fire Commissioners Meeting
Wednesday, January 3rd, 2024
Station 43 North Corning Fire Dept, Inc.**

Minutes

1. Call to Order by Commissioner Shafer at 1752
2. Roll Call of Commissioners present: Commissioner Brenning, 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 meetings on December 6th, 2023 and December 27th, 2023 by Commissioner Gridley and seconded by Commissioner Eccleston. All in favor. Motion carried.
5. 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. Tabled until next meeting.
 - Station 16:
 - Station 34:
 - Station 43:
6. Motion to receive and review the Treasurer's Report by Commissioner Eccleston and seconded by Commissioner Gridley. All in favor. Motion carried.
 - Motion to accept the Treasurer's Report by Commissioner Eccleston and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - Motion to approve transfer of \$26,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297 to cover monthly expenses by Commissioner Gridley and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - Motion by Commissioner Brenning to review and adopt a 2023 Final Year-End Cash Fund Balances report was seconded by Commissioner Eccleston. All in favor. Motion carried.
7. Motion to review Workplace Violence reports for CJFD in 2023 by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
 - No workplace violence reports received in 2023.
8. Motion to discuss status of the following CJFD initiatives by Commissioner Eccleston and seconded by Commissioner Clarkson. All in favor. Motion carried.
 - RFP for CJFD community education/public relations campaign. Commissioner Shafer has been following up on leads to fill this position. Commissioner Shafer would like to have this filled by February.
 - Job Descriptions; Academic Services Program Manager, Asset Control Manager, Recruitment & Retention Manager, Quartermaster, EMS Coordinator. EMS job description has been implemented. Quartermaster is in draft form. Others are in development.
 - Rotary Grant Program: Jenniffer Mullen to report program information next month.
9. Motion to discuss the following prospective purchases by Commissioner Gridley and seconded by Commissioner Brenning. All in favor. Motion carried.
 - Update digital signs at Stations 16 & 34: Price quotes from manufacturer are very high. Chief Nehring states that he followed up with Rainbow Lettering as they do this. Will continue to follow up.
 - Annual Installation Banquet; April 6, 2024 at Watson Homestead is tentative date and location.
 - Other: None

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

- Create video of 2023 Firefighter Experience Camp: Draft should be out in the next couple of days.
- LOSAP Program Updates:
 - Implementation commenced 1/1/24.
- Discuss proposed initiative to create an integrated academic/Bunk-In program.
 - Update on development of AAS program @ Corning Community College. Jenniffer Mullen reports CCC should adopt final documents later this month.

11. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs by Commissioner Gridley and seconded by Commissioner Eccleston. All in favor. Motion carried.

- Station 16 wants to place 3 more speakers in the ceiling. Permission granted by the Commissioners.
- President of NCFD would like to place a lounge down in the meeting room. Commissioners placed a hold on this until it is determined whether or not more space will be needed in the hall for CJFD administrative offices.

12. Visitor's Comments: None

13. Motion to adjourn the meeting @ 1815 pm.

Respectfully Submitted,



Jenniffer L. Mullen, CJFD Secretary

Upcoming Events / Important Dates:

Wednesday, February 7th, 2024, CJFD Monthly Meeting.