



**Board of Fire Commissioners Meeting  
Wednesday, June 5<sup>th</sup>, 2024  
Station 43 North Corning Fire Dept, Inc.**

**Agenda**

1. Call to Order
2. Roll Call of Commissioners present
3. Pledge of Allegiance
4. Motion to approve minutes of CJFD Fire Commissioners Meeting on May 9<sup>th</sup>, 2024.
5. Motion to approve the following nominations for membership in the Fire Companies that comprise the firefighting force of the Corning Joint Fire District.
  - Stations 16/34/43: Sam Nichols (16)
6. Motion to receive and review the Treasurer's Report.
  - Motion to accept the Treasurer's Report.
  - Motion to approve transfer of \$xx,000 from CJFD's ICS account# xxxxx4090 to CJFD's General Checking account# xxxxx0297.
  - Review certification of CJFD's 2023 Annual Financial Report by NYS OSC and a draft copy of Independent Auditor's Report on Internal Control Over Financial Reporting
7. Motion to discuss status of the following CJFD initiatives:
  - Job Descriptions; Asset Control Manager, Recruitment & Retention Manager, Chief District Fire Instructor, Administrative Officer, Budget Officer, LOSAP Coordinator
  - Status update on Real Property initiatives (e.g. *Transfer of ownership, Community use*)
  - Surplus Asset Auction – June 29<sup>th</sup>, 2024 at Gibson Fire Department 9am-3pm
  - Sale of Gibson Fire District Fleet Vehicles (*1985 Pierce engine, Squad 51-1997 Freightliner, Tanker 43-1992 GMC, Brush 87-2001 Ford*)
  - Facilities Management Committee update
  - CJFD Ethics Board
  - Rotary Grant Program
8. Motion to discuss the following prospective purchases:
  - Two 42" lateral 4-drawer locking file cabinets for securing payroll & personnel records; Est \$1,600
  - Update digital signs at Stations 16 & 34
  - Other?
9. Motion to discuss recruitment and retention initiatives for CJFD:
  - Update on 2024 Firefighter Experience Camp.
  - Update on AAS Directed Studies Program in Fire Protection Technology @ CCC
10. Motion to discuss firematic-related topics with District Chief and Deputy Chiefs.
  - EMS turnout vests
  - Final review and action on proposed updates to CJFD SOP "Membership Roster Requirements"
  - Affirmation of ESO cancellation eff 12/31/23
  - Other???
11. Visitor's Comments
12. Motion to adjourn the meeting @ \_\_\_\_pm.

**Upcoming Events / Important Dates:**

Wednesday, July 10<sup>th</sup>, 2024, CJFD Commissioners Monthly Meeting  
Wednesday, August 7<sup>th</sup>, 2024, CJFD Commissioners Monthly Meeting  
Wednesday, August 21<sup>st</sup>, 2024, CJFD 2025 Budget Workshop  
Wednesday, September 4<sup>th</sup>, 2024, CJFD Commissioners Monthly Meeting