

April 06, 2020

The regularly scheduled monthly meeting of the Board of Fire Commissioners of the Ridge-Culver Fire District was held at the Ridge Culver Fire House, 2960 Culver Road, in the Town of Irondequoit on April 06, 2020. The meeting was called to order at 6:00 pm by the Chairman (noted below) who then led the pledge.

ATTENDANCE:

Commissioner	Present	Chairman
Warth	X-via video	
Napoli	X	X
Lipari	X-via video	
Woltz	X-via video	
Zampatori	X-via video	
Others	Present	
Chief Sessler	X-via video	
Assistant Chief Marini	Not in Attendance	
Captain Thomas	X-via video	

Refer to ***New Business*** section for:

- Previous meeting minutes approval
- Audit and pay present bills

CORRESPONDENCE REPORT

- N/A

TREASURER REPORT

- Checks have been prepared for all invoices I have received to date for approval at your April 6, 2020 meeting.
- Workers Compensation forms have been completed for an employee injured on March 30, 2020.
- One employee has indicated that he does not feel the contribution rate from retirement is correct, but Treasurer Marini doesn't have the latitude to deduct less than we were notified to use. The retirement system has been contacted and they confirmed that the Treasurer cannot modify the percentage they have indicated to deduct.
- The Amended W-2 for one employee still has not been received; however our rep provided me with a printout of the amended earnings record to allow the employee to have definite numbers.
- Invoices for materials and supplies for the COVID-19 state of emergency are being tracked.
- Treasurer Marini has participated in 2 webinars with Paychex related to the forms for Understanding the Family First Coronavirus Response Act and also explaining the process if an employee needs to utilize any of the Paid Leaves.
- Treasurer Marini has started to update the information for the April 9th payroll and will provide Captain Thomas with a copy of the documents in the event that he needs to submit payroll next Monday. One employee has requested that his vacation payout be deposited in his deferred comp account and that is being coordinated with our Paychex rep.
- Additional checks have been ordered through Canandaigua National Bank and there will be no charge for the checks.

PUBLIC INPUT SESSION

- None

SCHEDULED APPOINTMENTS

- NO REPORT
- **CAREER STAFF REPORTS**
- NO REPORT

ASSOCIATION REPORT

- NO REPORT

OPERATIONS REPORTS

CHIEF SESSLER

- COVID19 has taken over. The good news is we were quick to react and we're ahead of the curve, both at the County level as well as department.
 - I've been working with the Ironrd. Departments on auxiliary staffing models, should we begin to see a decline in staff due to illness. These fall-back models use 25% staff reduction and 40% staff reduction as baselines.
 - Myself and Captain Thomas attended a webinar hosted by NYS DHSES on FEMA reimbursement funding – I'm working with Commissioner Warth on getting the paperwork started.
- Group 1 had a quick knockdown of an apartment fire at Strathmore Circle on 3/25. A fire in the living room of the lowest level was started by a hot comb on a sofa after the resident went to work. Volunteer turnout was 3 FFs.
- After a flurry of activity last week, we were able to secure an agreement with Christa Construction for use of the Sears building for training before demolition started today. The career groups got in and we held a 1-time volunteer drill to utilize the space. We vetted our screening and safety precautions through Dr. Cushman who approved of the concept given the abrupt nature of the building's availability.
- The County career chiefs are holding weekly conference calls to help coordinate resource and plan for continued operations, should the responder community start to see large scale illness among crews.
- OFPC has suspended all training until at least 5/2/20. Firefighter Nicosia still has 5 weeks of academy left and it's unknown when it will resume. The County Career Chiefs are also looking into a local solution to graduate all the Monroe County (and Batavia) recruits outside of Montour Falls. More to come.
- Seeking approval for GO 170 Funerals and Honors
- Seeking approval for GO 883 CME Program
- Seeking approval for the purchase/replacement of the radio console in the F250 (1C48 Captain) Truck. The vehicle was never intended to have an MDT/Computer mounted in it and its role in operations has changed significantly with the addition of the 2nd Captain. The console that's in it now is not good for mounting computer equipment and needs to be converted. Captain Thomas has obtained 2 quotes on the project and we would like to proceed with Gerber as the vendor with a cost not to exceed \$1600 (just to be sure).

Staff:

- Firefighter Aman's April surgery has been postponed until last summer due to COVID19
- Firefighter Rizzo has returned to work, effective today
- Firefighter Kohlmeier has been temporarily assigned to the EOC through MCSOU on a week-by-week basis. Written orders are in place and he is submitting daily ICS214s for his work at the EOC. We are NOT backfilling his position for shifts where minimums are in place. Should we begin to experience staff reductions, this agreement will be terminated by me and he will return to his normal group.

ASSISTANT CHIEF MARINI

- Not in Attendance

SUB COMMITTEE REPORTS

Community Risk Reduction

- Firefighter Caracci has completed the NYS Fire and Life Safety Educator course at Montour Falls (Before all this)
 - Seeking an increase in his hourly Fire Prevention rate from \$15 to \$18/hr. These rates are defined in the program and the higher rates are associated with added credentials.
- I've asked Captain Thomas to look into a children's fire safety presentation on Facebook live (or some platform) for the home-schooling going on. Something relevant to fire safety and in order to connect with the youth.

COMMISSIONER REPORTS

COMMISSIONER NAPOLI

Equipment/Apparatus

- No Report

COMMISSIONER LIPARI

Personnel/ Misc.

- The District is Fully Staffed – Health wise

COMMISSIONER WOLTZ

Building & Grounds

- No Report

COMMISSIONER ZAMPATORI

No Report

COMMISSIONER WARTH

- No Report

Budget/ Long Range Planning

- No report.

Town/County Meeting Updates

- N/A

Executive Session

- N/A

OLD BUSINESS

- N/A

NEW BUSINESS

- N/A

MOTION	Motioned					Second					CARRIED	NOTES
	Warth	Napoli	Lipari	Woltz	Zampatori	Warth	Napoli	Lipari	Woltz	Zampatori		
Approve the minutes of the 03/16/20 meeting				X				X			Y	
Approval to properly audit and pay the bills as submitted on 04/06/2020				X						X	Y	
Approval of "GO 170" Funerals and Honors				X				X			Y	
Approval of " GO 883" CME Program				X				X			Y	
Approval to the Computer Console in the 1C48 Veh.					X			X			Y	
Approval to increase FF Caracci Fire Prev.to \$18/hr.			X							X	Y	

Motion for Adjournment: Made by Commissioner Woltz
Second: Made by Commissioner Lipari
Time: 7:00pm

Respectfully Submitted,
Commissioner M. Napoli

Interim Secretary

NEXT MEETING: Monday April 20th, 2020 at 6pm