

July 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 July 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	X
Napoli	X	
Lipari	Not in Attendance	
Woltz	X	
Zampatori	X	
Others	Present	
Chief Sessler	X	
Assistant Chief Marini	X	
Captain Thomas / Captain Quinlan	Not in Attendance	

Refer to **New Business** section for:

- Previous meeting minutes approval
- Audit and pay present bills

CORRESPONDENCE REPORT

- Commissioner Lipari received a letter of resignation from William Burkovich from the position of District Secretary effective July 6th, 2020.

TREASURER REPORT

TREASURER MARINI

Information below received on Friday, July 03, 2020

- Checks have been prepared for all invoices received to date for approval at your July 6th meeting. Any additional payments will be prepared on Monday, July 6th.
- The June 29th payroll was processed for the July 2nd paychecks. One employee had an anniversary and the appropriate contractual payments were made. We have one employee reaching their anniversary on July 18th and one employee reaching their 1-year anniversary for their promotion on July 15th. Appropriate contractual payments will be processed for the July 30th paycheck for those individuals.
- The LOSAP member notices along with a beneficiary form were mailed to all participants. I will be working on a centralized copy of the beneficiary forms and will place a copy in each participants personnel file. I was able to locate current addresses for all inactive members and updated any address changes in Red Alert.
- The Promptax from NYS has been set up as all future NYS Withholding Tax payments will need to be submitted through their online service and Paychex processed through this system for our June 22nd payment.
- An additional notice for the VSP – Vision Plan will be sent to all employees who did not return the form by the requested June 30th date.
- Health care deductions have been calculated for the August 1st healthcare renewal with notices sent to all employees of their new deductions that will begin with the first paycheck in August.
- There are several employees who have dependents who will age off of healthcare plans in the next 2 months and this information has been verified with the employees.
- Healthcare enrollment forms have been submitted for a fire fighter with a qualifying event in June and payroll deductions will be adjusted as appropriate.

- Treasurer Marini has participated in several NYS Comptroller webinars and also the Crew Sense scheduling overview that the Chief is reviewing.
- Research on LOSAP point records for 1 fire fighter from 2003-2008 is being done and I am working with McNeil to ensure that the 2008 points are properly awarded if the criteria was met.
- Still am waiting to hear from DMV regarding what information will be need to submitted to obtain a duplicate title for the 2003 Spartan vehicle.
- Processed a workers' compensation claim for a fire fighter and sent updated work status reports for a volunteer fire fighter.
- The voucher has been submitted to the Town of Irondequoit for the polling site payment for the June 23rd primary.
- Contacted Monroe County Civil Service regarding the process for establishing a possible part-time position and have the details available for a Secretary/Deputy Treasurer.
- Continued work with Bene-care to provide past reimbursement payments to the District for HRA accounts. The final report of items needing documentation from various employees was forwarded to the Commissioners.
- The payroll account balance has been verified for the 3 July payrolls and funds transferred.
- Updated the information for the July 13th submission and will provide Captain Thomas with a copy of the documents in the event that he needs to submit payroll.
- **PUBLIC INPUT SESSION**
- None

SCHEDULED APPOINTMENTS

- NO REPORT

CAREER STAFF REPORTS

- NO REPORT

ASSOCIATION REPORT

- NO REPORT

OPERATIONS REPORTS

CHIEF SESSLER

- Seeking approval for MOU with ISFSI to host fixed facility instructor course. Joint venture between RCFD and PPLF. Same program Lt Muster took a couple of years back. Course to include instructors from around the county, as well as some RCFD students.
- I met with St Paul FD and Monroe County about RTF. County will supply body armor for RTF members, but we are looking at possibly purchasing some beyond that for potentially violent incidents, civil unrest and the like. Trying to get numbers for 2021 budget.
- A memo went out last week concerning mutual aid fill-in requests.
- Following phase 4 initiation, I have ceased preparing COVID IAPs. I'm looking into funding streams for the costs associated with it.
- Bryx Commercial - With COVID winding down, we are working with BRYX to re-schedule the video shoot for the commercial. No dates yet.
- Had an MDT steering committee meeting. Will need Budget info for MDT project - Need to look at mounting hardware for the rigs. The scope and plan for MDTs has changed with the new administration. CAD system is still delayed.

- The County hosted a Radio meeting on the June 25th. Looking to move all agencies to the hybrid model in early August with a full transition to the system in early September.
- As part of the training program, TOPT will begin being a component of monthly training. This Task-Oriented-Physical-Training will help us all strengthen ourselves as well as give us an idea of where we are personally at.
- SO10 / 8026 / Future of RCFD Water Ops discussion
- Fitness committee has met and is preparing to re-engage with the staff/volunteers. Proposal from committee for gift cards for program from fitness account
- Captain Quinlan continues to work on ordering equipment for the new Engine
- Captain Quinlan has been working with Radio Center to remove a number of digital pagers from our monthly rental and therefore the fees associated with them.
- EPI administration - Group 3 - FF Caracci/LT Metcalfe: Great work!
- Explorer job postings have been posted. Awaiting applications - only a couple so far.
- Construction at the former Sears is moving along swiftly. There doesn't appear to be any construction at the Hulda Park location. Captain Thomas and I continue to be involved in plan review, along with Lieutenant Finewood.
- A big thanks to Group 3 for putting up the mission statement in the meeting room, under the wall patch! It looks great!

Staff

- N/A

ASSISTANT CHIEF MARINI

- No Report

SUB COMMITTEE REPORTS

Community Risk Reduction

- Car seats are picking up
- No other events are scheduled at this point

COMMISSIONER REPORTS

COMMISSIONER LIPARI

Personnel/ Misc.

- No Report

COMMISSIONER NAPOLI

Equipment/Apparatus

- Commissioner Napoli acquired about the district purchasing the new Unication G5 digital pagers.

COMMISSIONER WOLTZ

Building & Grounds

- Commissioner Woltz was acquiring on the additional repair/cost of Overhead Door #2 by Alliance Door.

COMMISSIONER ZAMPATORI

- No Report

COMMISSIONER WARTH

- Commissioner Warth briefed the Board on the Baseline Draft of the CGR Report.

Budget/ Long Range Planning

- No report.

Town/County Meeting Updates

- N/A

Executive Session @ 7:13pm – 7:45pm

- Motioned by Commissioner Warth, seconded by Commissioner Napoli to discuss personal matters

OLD BUSINESS

- N/A

NEW BUSINESS

- N/A

X	Motioned					Second					CARRIED	NOTES
	Warth	Napoli	Lipari	Woltz	Zampatori	Warth	Napoli	Lipari	Woltz	Zampatori		
Approve the minutes of the 06/15/20 meeting					X		X				Y	
Approval to properly audit and pay the bills as submitted on 07/06/2020					X				X		Y	
Approve not to exceed \$5K for ISFSI Training					X				X		Y	
The Board approved Andrew Brown, Scott Kimble & Philip Sladden as Volunteer Firefighters of RCDF					X		X				Y	

Motion for Adjournment: Made by Commissioner Woltz

Second: Made by Commissioner Napoli

Time: 7:47pm

Respectfully Submitted,

Commissioner M. Napoli

Interim Secretary

NEXT MEETING: Monday August 3rd, 2020 at 6pm

September 14, 2020