

Approved Department Meeting Minutes

12-2-2007

1900

Attendance: L. Boeke, M. Brinwall, J. Buell, T. Carlson, J. Evans, R. Fischer, D. Larsen, S. McGinnis, M. Rademacher, J. Suckut, G. Taylor, B. Torborg, MB. Torborg, R. Wagner, P. Wagner

Absent: S. Anderson, M. Bennett, M. Bounds, S. Iverson, G. Ludwig, T. Nemerov, D. Nordeen, J. Oliver, J. Pagel, B. Swigart

Minutes taken by: Mary Beth Torborg

Call to Order: 1930

Meeting Minute Approval: Motion to approve October Department meeting minutes? What should “officially” be done with November meeting minutes/notes? Skipped.

Correspondence/Announcements:

- Thank you to those who helped at the Little Red Wagon during Fire Prevention week at the beginning of October: Jim Oliver, Jim Pagel, Jim Buell, Scott Anderson, Mary Beth Torborg
- Thank you to Don L. and Jeremy and crew for cleaning and work detail for the Sherburne County Chief’s Meeting that took place here on October 24th.
- Thank you to Rick and crew for work detail in November.
- Thank you to Travis for running around with Rescue batteries, and Tanker pins.

Open discussion for short subjects:

- Introduced Patrick Wagner as a new probationary Fire Fighter.

I. Review of Prior Months Calls (XX) November ? December ?

[Number of calls were not reviewed this meeting]

- a. Medicals –
- b. P.I.s –
- c. Fire –
- d. Other –
- e. Mutual Aid –
- f. Issues/Concerns/Discussion—Storge fitting hook-ups for hydrants? Discussed typical procedures of stand-by for Mutual Aid.

II. Apparatus – Rick

- a. E-1 –
 - i. Still needs larger fuse to support lights—Brian will be taking the current fuse to NAPA
 - ii. Driver rear compartment door
 - iii. Door open light

- b. E-2 –
 - i. Still waiting for Jeremy Collins to be available to look at inverter
 - ii. Wheel for squirt needs handle replaced
- c. T-1 – Brake pressure issue—Shut off both brakes (yellow & red) because new air dryer system
- d. T-2 –
- e. G-1 – Slide in unit will be taken out
- f. G-2 – still needs to be taken out of service for a day; do sooner rather than later—drain slide in unit.
- g. R-1 – Status of new batteries. Reminder to put parking brake on that will rev up engine. Check fluids.

III. Training Report – M.B.

- a. FF1 class at Clear Lake—Mondays/Wednesdays;
 - i. Mary Beth, Don L., Justin, Gary and Kevin (Zimm/Liv fire) met Thursday, November 29th and reviewed practical stations together.
 - ii. Justin Suckut and Gary Taylor went through State Review night on November 28th, and took State Test, Saturday, December 1st.
 - iii. Robin Fischer –course completion?
- b. 1st Responder/Refresher in Ramsey (through Medics Training)
 - i. Gary Taylor completed initial class.
 - ii. Mark Bennett and Jim Pagel completed refresher class.
- c. First Responder Initial Course needed
 - i. Justin Suckut
 - ii. Mike Brinwall
 - iii. Review options I've received thus far.
- d. Review October & November Trainings (comments)
 - i. October: Hose Operations were done the last three drills
 - 1. 10/2
 - 2. 10/16
 - ii. November:
 - 1. 11/6 Hose Operations
 - 2. 11/20 Patient Assessment; Classroom portion of Cold Water Rescue.
- e. Plan trainings for month (2nd November & December)
 - i. December
 - 1. 12/4—Cold Water Rescue Training; Water Comfort Assessment
 - 2. 12/18—Fit Testing, Respiratory Exam; Bloodborne Pathogen—OSHA Mandates
- f. Training Requests--? (new class lists/dates have been posted—think about the upcoming 6-8 months)
- g. Miscellaneous items
 - i. Probationary Fire Fighter training—Jeremy & MB
 - 1. Tuesday, December 11, 6:30-9:30
 - 2. Make up training for Patient Assessment drill

- ii. Remember to make contact with your officer PRIOR to drill if you can not make it.
- iii. CMEMS Grant for 2007-2008
- iv. Customized Pump Training through SCTC
 - 1. Simulate the problems that we've encountered or might happen
 - 2. Ins and outs of a pump...visualize what is happening

IV. S.C.B.A – Jeremy

- a. Issues/Concerns?

V. Building/Grounds –Don

- a. Manhole cover? Steve M.
- b. Security plate on utility exterior door?—Don put on deck door
- c. Florescent lights in bays out? –Terry C will check this out...looking into if there is something wrong with our lights.
- d. Front door key pad issue? –Terry C. is also taking this to the board.
- e. New doors? (inside doors/outside doors)
- f. Garage door – (E-1 door) is acting up again.

VI. Equipment – Rick

- a. Needs?
- b. Gas Monitor Updates:
 - i. 3M gas monitor is on its way
- c. Mystic Riders Robin is going to request \$1200 for a GPS system; Garmin uses NavTech
- d. Positive pressure fan from E-1 –all set to go

VII. Recruiting – Mike

- a. Update
- b. Newest recruit here tonight—Patrick
- c. Give Mike's dept cell phone number or Kathy at townhall.

VIII. Work Detail

- a. December—Mary Beth? + “crew”
- b. TRUCK EXERCISING SCHEDULE

IX. Communications

- a. Nothing discussed.

X. Budget

- a. Nothing discussed.

XI. Miscellaneous

- a. Mary Beth is connecting with the Legion's Ladies Auxilliary for donation toward uniforms and badges.
- b. Meeting & Training dates—Rest of dates in December and January

- i. January 6th Meeting
 - ii. January 8th --1st training
 - iii. January 22nd --2nd training
- c. Department Review
 - i. Just the start of the process.
 - ii. Warren Jorgensen will be presenting at the Town Board meeting Monday night.
- d. Administrative Policies
 - i. Process for Administrative Policy Change **Motion to accept Jim B./Travis Discussion. With friendly amendments. *"The Board of Officers will bring forward a policy change to the members of the fire department at an all firefighter meeting. It will be written and distributed. At the next all firefighter meeting there will be a discussion among the department on the said issue. After this a vote with a minimum of a quorum of regular firefighters will take place. A quorum is set at 50% of the active regular firefighters. The outcome of a 2/3 vote will go forward to the Town Board for approval."*** (Also attached.) **Motion passed.**
 - ii. Process for Attendance Requirements for Drill. **Motion Jim B./Rick. Discussion. With friendly amendments. Motion passed. *"It is expected that all fire fighters come to every regularly scheduled drill. Members will be required to attend and participate in 75% if all regularly scheduled drills for each calendar year. They must also attend and participate in a minimum of 50% of all regularly scheduled drills each quarter. A maximum of four extra drills attended can be used by fire fighters as make up drills toward their yearly percentage."*** (Also attached.)
 - iii. Policy for Appointment of Fire Department Officers. **Motion to accept Brian T./Jeremy With friendly amendments. Motion passed. (See attached.)**

XII. Closing

- a. Motion to Close. Steve/Jim B. Motion passed. 2255.