

# Baldwin Fire Department Approved Officer Meeting Minutes for 1-08-2012

Call to order: 1645

Attendance: Jim Buell, Joe Kiel, Robin Fischer, Mike Rademacher, Scott Case

**Correspondence:** Thank you to Travis and Phil for covering station while paging system was down.

- I. **Approve Previous months minutes**
  - a. Motion by Scott Case, Seconded by Jim Buell for approving the prior months meeting minutes. Motion carries unanimously.
  
- II. **Review of Prior Months Calls Total: 18**
  - a. Medicals - 8
  - b. P.I.s - 2
  - c. Fire – 1 alarm, 1 grass, 1 M/A barn fire
  - d. Other – 3 CO, 2 good intent (legal burns)
  
- III. **Apparatus – Jim Buell**
  - a. **E-3 completion date.**- January 31<sup>st</sup> is date that E-3 should be fully capable of being first engine out for calls requiring pumper/extrication. Any ideas on closers for center console.
  - b. **Squad 1** - Robin will get fire extinguisher filled to place in vehicle.
  - c. **Grass 2** – Has tank in it. Pump is dry. Do not start pump until you get to scene.
  - d. **Wet Pumps** – We will start leaving pumps wet on pumpers.
  - e. **Tenders** – Be sure to shut big valve underneath tank that flows to pump (winter months only).
  - f. E-3 scene light did not work again.
  - g. **Truck Checks** – Discussion on once per month. Start vacuuming trucks.
  
- IV. **Training Report – Joe Kiel**
  - a. Tentative 2012 schedule
  - b. State Fire Schools – Those attending schools and receiving reimbursement will/may be asked to lead training in subject area. Training Officer/Chief/Officers may make different recommendations. Every 6 hours will earn a training credit.
  
- V. **S.C.B.A – Robin.**
  - a. **Compressor test** – Robin will set up test with Alex Air.

- VI. Building/Grounds - Joe Kiel**
  - a. **Door Lock** - \$175 for unlocking latch. Will hold off while Joe sews patch similar to St. Paul Fire.
  - b. **Building lights** – Deck and building lights are not working. Joe will talk to Terry.
  
- VII. Equipment – Scott Case**
  - a. **Boots** – Who needs to be measured?
  - b. **Gloves** - Return Tim’s gloves
  - c. **Needs** –
  - d. **Requests** – EMS coveralls request. Scott is looking into pricing. Eye wash station request – Thoughts????????????????????
  - e. **Tools** -
  
- VIII. Recruiting - Larry Boeke**
  - a. Four applicants currently. Ads in papers now.
  
- IX. Work Detail**
  - a. **Red Lines need to be replaced** – C5’s crew will peel. C4 will paint. Will be done when weather gets nice. C6 will clean upstairs rooms.
  
- X. Procedures:**
  - a. **Run Reports** – How to fill out.
  - b. **Training Attendance** – Must sign to get credit.
  - c. **Call percentage** – Post monthly
  
- XI. Communications – Justin Suckut**
  - a. **Pager status** –
  - b. **Fax machine** – How to fix issues.
  
- XII. Miscellaneous:**
  - a. **New Organization Chart** – Joe will take Don’s crew. Everyone else remains the same.

**Closing: Scott Case makes a motion to close Robin Fischer 2nds, the motion carries unanimously.**

**Meeting Adjourned 1810**

