

Bass Lake Volunteer Fire Department Meeting Monday, May 7, 2012

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| Meeting Title: Business Meeting | Called by: Chief Mullet |
| Time: 7 P.M. | Location: Bass Lake Fire Hall |

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| Purpose: | To conduct official fire department business. <i>Note: This meeting may have a quorum of town board members</i> |
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| Formal Agenda Items | <ol style="list-style-type: none"> 1. Call to order and Roll Call 2. Posting of the agenda – Log Cabin Store, Bass Lake Town Hall, LCO Convenience Center. 3. Approve agenda 4. Approve minutes of the April 2, 2012 meeting 5. Old Business <ol style="list-style-type: none"> a. Tender b. Pagers 5. Safety – Presented by Tom Kershaw 6. New Business <ol style="list-style-type: none"> a. New Member Consideration b. Training Assignments c. Fireground Vest, Accountability board and tags d. Structure Helmets and other equipment needs. e. Equipment for tender f. Picnic preliminary g. Generator h. Any/ other 7. Review Decisions and Action Items recorded 8. Adjourn |
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| Attendees: | <ol style="list-style-type: none"> 1. D. Brueggen 2. T. Campbell 3. E. Graber 4. L. Graber 5. R. Krause 6. T. Kershaw 7. N. Lattin | <ol style="list-style-type: none"> 8. M. Mullet 9. R. Mullet 10. L. Newton 11. T. Troyer |
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| Absent: | <ol style="list-style-type: none"> 1. G. Heimbach 2. G. Zimmerman 3. T. Walport 4. K. Metcalf 5. P. Sanders 6. G. Vena 7. E. Yoder | |
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Discussion

| Topic | Purpose | Key Points | Initiated by | Disposition |
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| Roll Call and Review Agenda | To review and approve | Sign in sheet completed Motion to approve the agenda with no additions or changes | T. Kershaw Second L. Graber | Motion carried |
| Minutes | Review and approve | Motion to approve the minutes No changes made | T. Kershaw Second T. Campbell | Motion carried |

Old Business

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| Tender | NFPA equip requirements | Tender has been delivered. L. Graber has list to make it NFPA compliant | Lance | Decision to make Compliant |
| Tender | Operational Risk | Safety cover for differential lock and need to label better. | Truit | Decision to make changes |
| Tender | Training Information | L. Graber will do walk around after meeting tonight for those not here on Thursday for the Tender training | Lance | Info only |
| Pagers | Communication reliability | Minitor 5 have been discontinued. Need to replace with Swiss Phone pagers Motion to order 8 pagers | L. Graber Second E. Graber | Motion carried |

Safety

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| FD Roles | Safety Officer | Chief Mullet named T. Kershaw BLFD Safety Officer. | Marv | Info Only |
| Accountability | Individual tags | Need accountability tags for all who do not have them. Motion to buy accountability tags | T. Campbell Second B. Krause | Motion approved. Marv to buy accountability tags |
| Accountability | Tracking Board | Can purchase or make our own | Lance | Lance assigned to build board |
| Gas Meters | Capability | Gas Meters – We have 2 in the truck. 1 for flammable gas and one for CO. If CO meter reading 25 and above need SCBA, about 100 lethal. Below 9 can tell home owner, no problem. | Tom | Information only |
| Gas Meters | Location | Currently located on Brush Truck, makes sense to be on Engine #1 | Lance | Move to Engine #1 approved |
| Tender | Driver/Operator Class | Good Class with much useful information. Tender/ driver If you intend to drive tender, please read article on driving tenders. New | Truit | Information only |

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| | | Tender will be different to drive. Drive carefully and responsibly. Come into corner slow and speed up coming out of it. | | |
| Safety Information | Website | A new website www.firefighterssafetysite.yolasite.com has been set up where further safety information will be posted. | Tom | Information only |
| Safety Information | Additional Resources | When Tom is not available, Truit and/or Bob will fill-in | Tom | Information only |

New Business

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| New member consideration | Meet and approve new members | Jeff Peake. Previously member of Round Lake. Motion to accept as new member | E. Graber T. Kershaw | Motion approved |
| | | Patrick Peake – Previous member of Round lake, Adams and other fire departments. Motion to accept as new member | T. Kershaw T. Campbell | Motion carried |
| | | Ethan Peake – EMT B. Motion to approve membership | R. Mullet B. Krause | Motion carried |
| Training assignments | Familiarize all members with the equipment | Assign members to a specific piece of equipment 3rd Monday of the month have an apparatus specific training night. To get members comfortable with each piece of equipment. | L. Graber | Marv decided to keep single monthly training night |
| Fire Ground Vests | Chain of command visibility | Motion to order 2 sets of Fire Ground Vests with titles for IC, Operations, and Safety | T. Kershaw N. Lattin | Motion carried |
| Structure helmets | Need to replace old helmets | Need new helmets Motion to purchase helmets, Lance (white), T. Kershaw red helmet, and 5 new yellow replacements | T. Kershaw L. Graber | Motion carried |
| Structure helmet | lights | Suggestion to put a light on the helmet for safety. | Patrick Peake | M. Mullet will order if if current holder or flashlight inventory is low |
| New members | PPE | Need turnout gear for new members | Marv | Marv will request Bendlin to measure new members at next Training meeting |
| First Responder kits | Location | There are 2 in the trucks | Lance | Information only |
| Fire Hose | Availability and condition concerns | LDH Needed for relay pumping. We need to pressure test our hose and determine our needs. Cross lay needs to be 1 ¼ to get the pressure required. | L. Graber | Next training will look at what we have in each truck and determine our needs |

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| Tender | NFPA equip requirements | L Graber has list to make it NFPA compliant | Lance | Decision to make Compliant |
| Tender | Truck improvements | 2 more Storage trays, reroute exhaust, Some hoses that need to be secured. Chief Mullet will ask Stainless for make these changes since it is under warranty. L. Graber suggested Booster reel mounted on the front bumper. M. Mullet stated we have \$19,000 budgeted to outfit the truck | L. Graber | M. Mullet will contact Stainless. |
| Picnic | Preliminary information | Same menu as last year. Community involvement. Showcase new Tender. | Marv | Information only |
| Station Housekeeping | Unnecessary equipment and supplies | Nuts and bolts not being used in Fire Hall | E. Graber | E Graber will clean out and get scrap metal price. |
| Station backup power | LP Generator | Needs to be hooked up to see if works. | Marv | M. Mullet will test it. |
| Brush Truck | Maintenance charger | Please be careful when unhooking | Lance | Information only |
| SCBA tanks | Batteries | Need maintain supply of C cell batteries for some of the new SCBA units. | Lance | Will be replaced at next Training meeting |

Decisions

Chief Mullet named T. Kershaw BLFD Safety Officer.

Chief Mullet decided that specific equipment training to be held on regular Training—no additional monthly training would be scheduled

Move gas meters from the Brush Truck to Engine #1 – move made right after the meeting

E Graber approved to clean out unused nuts and bolts for scrap metal value.

Action Items

| Action Item | Assigned To | Due Date |
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| 1. Order 8 Swiss Phone Pagers | M. Mullet | |
| 2. Develop order specific list including prices for required tender equipment so that the items can be ordered. | L. Graber | 6/4/2012 |
| 3. Provide safety cover for differential lock and better labels | T. Campbell | |
| 4. Purchase individual accountability tags | M Mullet | |
| 5. Purchase 2 sets of vests for IC, Operations, & Safety | M Mullet | |
| 6. Contact Stainless about new Tender concerns & additional needs | M Mullet | |
| 7. Test LP generator for station back-up power source | M Mullet | |
| 8. Include hose inspection in next training | L Graber | |
| 9. Construct Accountability board | L Graber | |
| 10. Turnout gear measurements at next training meeting | M Mullet | |

| Topic | Purpose | Key Points | Initiated by | Disposition |
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| Meeting Review | Review Decisions and assigned Actions | Decisions and action items were reviewed. Four decisions and ten action items were confirmed | Linn | Meeting notes updated |

Motion to adjourn T. Kershaw. Second P. Peake. Meeting adjourned 8:15 PM

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| Minutes Prepared by: Linn Newton, Secretary | 5/7/2012 |
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