

**ROOSEVELT FIRE DISTRICT
BOARD MEETING
November 12, 2015**

Meeting was called to order at 8:49 P.M. by Chairman, Garland Moore

Pledge to Flag by Commissioner Tyler followed by a moment of silence for departed members, and the Grandmother of Commissioner Williams and Mother of Ex-Capt. Mattie Williams

Roll Call: Commissioners Nelson, Tyler, and Commissioner Moore were present; Also present was, District Secretary Clara Eromosele, Deputy Treasurer Sutherland, and Treasurer John Whitchett. Attorney Lance D. Clarke for Cooke and Clarke, was also present. Commissioner Williams was excused due death in her family. District Clerk Dena Alexander is excused due to work schedule. Commissioner Bowdwin is at work however he will arrive later

MINUTES: Regular meeting October 14, 2015 –Commissioner Nelson made a motion to approve the report. Commissioner Tyler seconded the motion, 3 ayes.

TREASURERS' REPORT: October 2015 Report –Commissioner Nelson made a motion to approve the report. Commissioner Tyler seconded the motion, 3 ayes. Commissioner Nelson inquired about the refund of \$98,412.09. The Treasurer indicated that it was a duplicate payment. Treasurer Whitchett indicated that he will review all claims written up by the Deputy Treasurer prior to the Commissioners signature in the future to avoid this from happening again.

COMMISSIONERS REPORTS:

Commissioner Nelson – Submitted a written report see attached

Commissioner Tyler- The replacement of the smoke detectors in the Chiefs office has been completed by simplex. Also the purchase and replacement of tiles for Headquarters meeting room. Commissioner Tyler also reported that with the repair of the leaks in the recreation rooms the District has purchased extra tiles to replace these as well. The hoods and extinguishing systems have been inspected and cleaned. The hose approved for purchase last month has been ordered. The sprinkler system has been serviced and winterized. The gear for Truck Company is going out next week for cleaning. A system has been created to keep track of cleaning and replacement with the District Clerk and is documented electronically. The roof at Hose #3 floor near the gutter area between the wall and the roof had a leak and has been repaired.

Commissioner Moore – We received a quote from the Cardio Scan presentation last month and we need to approve the members who want to get the scan.

ATTORNEY REPORT – Attorney Clarke provided an opinion letter on the North Bellmore backup Dispatch services. In addition there was a meeting held prior to tonight's meeting with Counsel, Angelo Corva and Associates and Elite Construction. Counsel is working on the contracts for the Architect and the construction manager. The next meeting is scheduled for 12-02-2015 at 7:00 PM. All other items will be for executive session.

CHIEFS' REPORTS- Chief Fennell, Chief Riddick and Chief Wint were excused due to the change of date. Commissioner More stated that the Chiefs' office is setting an EVOC Course to address the number of accidents with District vehicles.

Chief Wint submitted the LOSAP report via email

Chief Fennell- Submitted the Chiefs Agenda with requests and personnel matters

OLD BUSINESS -

- District Elections
 - Commissioner Nelson made a motion to hire the named ballot clerks; Ava Jackson, Joseph Stemley, Carolyn Morant and Eddie Morant and to set their pay at \$10.00 per hour from 1:30 PM to 9:30 PM on the day of the elections. Commissioner Tyler seconded the motion, 3 ayes.
- Budget Submitted to Town of Hempstead for 2016- Status update informational only

NEW BUSINESS -

- **Request to Purchase Safety Car and District Bus**
 - Commissioner Tyler made a motion to purchase the safety car; 2016 Chevy Tahoe at the price of \$38,674.00 on State Bid
 - Commissioner Nelson made a motion to table the purchase of the District Bus. Commissioner Tyler seconded the motion, 3 ayes
- **LOSAP Changes per State Guidelines;** Changes to bring the District in compliance with the Law. LOSAP Points will be awarded points for fire prevention if they are holding a training class. Also at the last meeting there was a discussion on the awarding of points when members are traveling for training. The law states that members are awarded points for training however they cannot be awarded points for making calls when they are out of the District. Training in house must have a curriculum and each attendee must receive a certificate at the end of the training stated the number of hours and the course description.
- **Review of polices for 2016 re-organization meeting.** All District policies and procedures must be reviewed between now and the re-organization meeting. The District polices will be located on the server in the shared documents and a hard copy will be located in the District Secretary's office.
- **Training Documentation requirements-**Commissioner Tyler indicated that they will adopt a policy on training requirements for new probationary members. This will provide a uniform system for training of probationary members. This will be reviewed
- **Heart Scan proposal-** Commissioner Tyler made a motion to approve the Full body scan for All District employees at the rate of \$100.00 per person at a maximum of 65 screenings. Commissioner Nelson seconded the motion, 3 ayes. In addition the District Commissioners will review a policy regarding physical fitness for District employees to be implemented at the reorganization meeting.
- **Disposal of Obsolete Equipment-** On Wednesday November 6, The District IT Consultant compiled a list of all equipment that needs to be removed and recycled at an approved facility. These items are obsolete and have no value. Commissioner Nelson made a motion to process for disposal. Commissioner Tyler seconded the motion 3 ayes.
- **A+ Technology & Security Quote for camera replacement-** Commissioner Tyler made a motion to accept the proposal to replace and install two cameras at headquarters at the cost of \$1,392.36. Commissioner Nelson seconded the motion, 3 ayes. Commissioner Nelson made a

motion to accept the proposal from A+ for the upgrade and relocation of cameras at Hose #3 at the cost of \$11,702.53. Commissioner Tyler seconded the motion, 3 ayes.

- **Vehicle Incidents 2015 Quote for repairs-** Commissioner Tyler made a motion to repair the motor and idler assembly in awning at Headquarters due to accident at the cost of \$1,118.34. Commissioner Nelson seconded the motion, 3 ayes.
- **T-Mobile building permit-** A request from T-Mobile for the Commissioners to sign a permit application for the work to be done at Hose #3. The Commissioners request a copy of the plans and work specifications. District Secretary is requested to obtain a copy of the plans from the company prior to approval.

ITEM NO. 1: PAYMENT OF CLAIMS - 2015- 813 through 2015-872 Motion made by Commissioner Nelson to approve payment of claims. Commissioner Tyler seconded the motion, 3 ayes.

ITEM NO. 2: PERSONNEL ISSUES: Were reviewed in Executive Session

At 10:01 PM Commissioner Tyler made a motion to go into executive session to discuss personnel and legal items. Commissioner Nelson seconded the motion, 3 ayes.

At 11:30 PM Commissioner Nelson made a motion to reconvene. Commissioner Bowdwin seconded the motion, 5 ayes.

ITEM NO. 3 FACILITY RENTAL REQUESTS- NYC Department of corrections; pre-promotional study groups Sundays 5:00PM to 9:00PM; The District was informed us that the request has been rescinded.

ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL - NONE

ITEMS DISCUSSED IN EXECUTIVE SESSION:

1. Commissioner Nelson made a motion to deny the payment of medical expense for Jon Lopez. Commissioner Tyler seconded the motion, 3 ayes.
2. Commissioner Nelson made a motion to approve the Chief's request to have units 7301 and 7302 striped to match unit 7300 at the cost of \$1,990.00. Commissioner Tyler seconded the motion 3 ayes.
3. Commissioner Nelson made a motion to approve the request from The Chief's Office request for the purchase of extrication tools at the cost of \$25,072.00 which is on the NYC purchase contract. Commissioner Tyler seconded the motion 3 ayes
4. Commissioner Nelson made a motion to approve the Chief's request to drop Probationary Firefighter Omar Medrano from the rolls of the Roosevelt Fire Department. Commissioner Tyler seconded the motion, 3 ayes.
5. Commissioner Nelson made a motion to approve the Chief's request to drop Probationary Firefighter Raj Ali from the rolls of the Roosevelt Fire Department. Commissioner Tyler seconded the motion, 3 ayes.

ADJOURNMENT

At 12:09 AM Commissioner Tyler made a motion to adjourn the meeting. Commissioner Nelson seconded the motion, 3 ayes.