

ROOSEVELT FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
RE-ORGANIZATIONAL MEETING  
JANUARY 13, 2016

Meeting called to order at 7:27 P.M. by Commissioner Garland Moore

The pledge to flag led by Commissioner Hector B. Tyler followed by a moment of silent prayer for departed members.

Roll Call: Present were Commissioners, Tyler, Williams, Bowdwin, Nelson, and Moore were all in attendance. Also present were District Secretary Clara Eromosele, District Clerk Dena Alexander, Treasurer John Whitchett, and Deputy Treasurer Trina Sutherland. Attorney Lance D. Clarke was excused.

Commissioner Moore appointed Treasurer John Whitchett as acting Chairman until a Chair and Vice Chair is elected.

Vote for Vice Chairman 2016:

Tracy Bowdwin received 5 votes - Unanimous

Voting for Chairman 2015:

Garland Moore received 5 votes –Unanimous

Treasurer John Whitchett turned the meeting over to the Chairman Commissioner Moore.

Oath of office for all officers took place at the Luncheon for newly elected officers.

**NOTICE TO MEDIA PLACED IN MINUTES** (Legal notice was sent to Newsday December 16 to run on January 4<sup>th</sup> and January 7<sup>th</sup>. On Tuesday January 12, 2016. We received notification that Newsday had not run our notice for tonight's meeting. WE posted a public meeting notice at Headquarters and Hose #3. We also placed the notice on the RFD Website and the bulletin board.)

The resolutions were read by the District Secretary and Commissioner Tyler a motion to accept. Commissioner Bowdwin seconded the motion 5 ayes.

**MEMBERSHIPS IN LOCAL, COUNTY OR STATE ORGANIZATIONS for 2014**

- Association of Fire Districts of the State of New York (A.F.D.S.N.Y.)
- Fireman's Association of the State of New York (F.A.S.N.Y.)
- Nassau County Association of Fire Districts
- International Chiefs Association
- NYS Association of Fire Chiefs
- NFPA- National Fire Protection Association
- Association of Fire Department Safety Officer

Commissioner Nelson made a motion to approve membership in the organizations as outlined. Commissioner Tyler seconded the motion, 5 ayes.

Commissioner Tyler made a motion to approve the attorney Mr. Lance Clarke's retainer for the New Year at \$30,000.00 to be paid in in two equal installments in January and July of 2016. Commissioner Nelson seconded the motion 5 ayes.

Commissioner Tyler made a motion to conduct a Request for Qualifications to hire a new accountant to conduct the District Audit for 2013 to 2015. Commissioner Nelson seconded the motion, 5 ayes.

The leases for the two copiers upstairs are all updated and none are expiring. All additional leases and contracts are available for review by Commissioners in the Secretaries office. Simplex will be sending someone out to work on the dialer which will be done under the contract.

### **STANDING COMMITTEES FOR 2016**

TRUCKS	Nelson and Bowdwin
HOUSE/GROUNDS	Tyler, Nelson and Moore
EQUIPMENT	Nelson and Tyler
COMMUNICATIONS	Bowdwin and Moore
INSURANCE	All Commissioners
UNIFORMS	Tyler and Williams
MEDICAL SUPPLIES	Bowdwin and Williams

Commissioner Bowdwin made a motion to accept the Standing Committees for 2016. Commissioner Williams seconded the motion, 5 ayes.

The Secretary distributed travel profiles for the Commissioners and Chiefs.

Commissioner Tyler made a motion to go into executive session at 7:58 PM to discuss personnel issues. Commissioner Nelson seconded the motion, 5 ayes.

Commissioner Tyler made a motion to reconvene at 9:04 PM Commissioner Nelson seconded the motion, 5 ayes.

### **REVIEW OF STAFF SALARIES: TREASURER, SECRETARY OTHER STAFF**

#### Staff Salaries:

- the Secretary C Gillens-Eromosele salary to \$26,233.00
- The Treasurer J Whitchett salary to \$26,233.00
- The fulltime cleaner V. Livingston to be hired as the Firehouse Maintainer at the salary of \$22.00 per hour

- The Fulltime Cleaner Valentine Ortiz to \$18.00 per hour
- The Clerk D. Alexander to \$17.00 per hour
- The Deputy Treasurer Trina Sutherland to \$20.00 per hour
- New Part-time Cleaner will be hired at the rate of \$15.00 per hour

Commissioner Tyler made a motion to approve the officers' salaries. Commissioner Nelson seconded the motion, 5 ayes

Commissioner Tyler made a motion to process and put in place the NYS Civil Service Retirement System for all District employees.

Commissioner Moore will give everyone their evaluation form and will have each employee sign off and twice a year each employee will be evaluate.

Commissioner Nelson a motion for adjournment at 9:07 PM. Commissioner Bowdwin seconded the motion 5 ayes.