

Wales Genesee Joint Fire Board
Meeting Minutes from February 12, 2013

Comment [J1]:

Meeting was called to order by Pastor Allen at 7:00

Roll call was taken. Members present: Carl Millard, Pastor Allen Behnke, Dave Kilpatrick, Irene Ridgeman, and Jerry Kluessendorf. Members absent: Chief Moon and Tom Hardin were attending the Town of Genesee meeting.

Discussion of January meeting minutes: Motion to approve minutes was made by Irene Ridgeman and seconded by Jerry Kluessendorf. Motion passed.

Chief's report was discussed.

*Judy, please add SOP/SOG discussion to the agenda for March.

Discussion of Fire Board Secretary/Treasurer job description: Irene Ridgeman created a set of clarifying additions to the existing job description. It was agreed that Carl Millard will take these documents home and create an updated document reflecting changes mentioned during discussion. Carl Millard moved to approve changes to Fire Board Secretary/Treasurer job description pending the completion of this document. The document will be emailed to Fire Board members when completed. Dave Kilpatrick seconded. Motion carried.

Discussion of Deputy Chief/Administrative Assistant.: It was agreed that we are focusing on the Administrative Assistant job description. Again, changes were penned into the job description and will be updated by Carl Millard. This document will be emailed to the Fire Board when completed. Jerry Kluessendorf moved to approve the changes and Dave Kilpatrick seconded. Motion carried.

Discussion of LifeQuest Account Summary: *Judy, please update the January 31st Financial Report—Account #46235 should be \$11,451.79 per Dave Kilpatrick and Pastor Allen.

Vouchers: Irene Ridgeman moved to approve vouchers. Dave Kilpatrick seconded. Motion carried.

New Business: The iamresponding.com program was discussed. Board members felt that the service would provide good value for the department by improving response times and helping members and officers quickly staff positions for runs. Carl Millard moved to approve the expenditure from the Dan Davies foundation monies to purchase this technology. Jerry Kluessendorf seconded. Motion carried.

The next meeting is scheduled for March 12 at 7:00

Dave Kilpatrick moved to adjourn the meeting at 8:01. Jerry Kluessendorf seconded. Motion passed.

Submitted by:
Carl Millard