

The Board of: Riceville Volunteer Fire Department
Met at: 6:30PM
On: Monday, February 19, 2024
For: Regular Board Meeting
Moderator: Dan Little (Chairperson)
Members Present: Lee Barrett, Kent Creasman, Kathy Higdon, Merel Johnson, Butch Laughter, Lisa McCallister, Carla McLendon and Steve Wickham

Not Present:
Guest(s):

- 1. Call the Meeting to Order:** Dan Little called the meeting to order at 6:31PM.
- 2. Pledge of Allegiance and Prayer:** Reverend Terry Duckworth opened the meeting in prayer. Dan Little asked everyone to stand if able and join him in the Pledge of Allegiance to the Flag.
- 3. Approval of Minutes:** Draft minutes for the January 15 Regular and Executive meetings were emailed to the Board on February 14. Kent Creasman made a motion to accept the Regular and Executive minutes as written. Lisa McCallister seconded the motion, which carried unanimously.
- 4. Treasurer's Report:** Lisa McCallister relayed financial reports were not available, with plans to review January and February financials at next month's meeting. To her knowledge, there were no out-of-the ordinary expenses. Information for the 990 tax return has been given to the CPA. Once completed, the return will be emailed to the Board for review and hopefully approval at the March meeting. Chief Kelly and Katie Payne are working on the proposed 2024-2025 budget, which the Board usually reviews in March and approves in April.
- 5. Fire Chief's Report:** The monthly Chief's and Training reports were emailed to the Board on February 15 and 16, respectively. Division Chief McEntire gave an overview of the Training Report, to include total training hours for January (334); recent completion of EMS CE classes; Member participation in a live fire training opportunity in Black Mountain; Member program participation (one in EMT; one in Paramedic; and one planned for AEMT); major upcoming changes for NFPA 1006; and two interested in Boat Operator Class (USAR).

In regard to the Fire Life Safety Report, Chief Kelly relayed there were no events for the month of January. Captain Redden will be attending a Fire Life Safety Educator conference next week. It is hoped he will be able to bring back some ideas for repurposing some existing equipment to meet current needs.

Chief Kelly provided an overview of his report, noting Total Calls were down in January (134). Over-Lapping Incidents were down (26/19%). At 4:30 and 6:34 minutes, the Average Response Times (ART) for Fire and EMS were below the National benchmark. The annual review of staff rosters in accordance with NCSFA and NC Rescue and EMS guidelines resulted in a loss of six. (In order to be eligible for various benefits offered for

the year, members must have completed 36 hours of Department training.) A meeting to discuss goals is scheduled with the new EMS Liaison with Mission next Thursday.

6. Old Business:

A. Ambulance Purchase Update – Chief Kelly relayed the Board can expect a letter from the President of Southeastern assuring the 2023 chassis designated for this Department will not be sold to someone else. A status report was not available on the updated contract page discussed at last month's meeting and as recommended by Keith Bost and Judge Noble, Management Solutions for Emergency Services (MSFES).

B. Equipment Surplus Policy – Keith Bost, Management Solutions for Emergency Services (MSFES), has reviewed the proposed policy and has some recommended changes. He and Chief Kelly will work together to redraft a policy specific to the Department.

C. Department Vehicle Branding Committee – Lee Barrett gave a report from the Committee, which is comprised of himself, Steve Wickham (BOD), Captain Blount and Harold Parker. The Committee met and discussed various design options, presenting photos and bids from four companies for performing the work on the Chief's vehicle and TAC-11. Bids ranged from \$800 to \$3,500 for both vehicles. Discussion by the Board included which vehicles to brand (i.e., Is TAC-11 scheduled for replacement in the near future? Should the Chief's vehicle be branded?), and whether branding was to begin with existing vehicles or future purchases. Chief Kelly voiced concern that he had not been asked for input from the Committee.

Lee Barrett made a motion to brand the Chief's vehicle and TAC-11. Lisa McCallister seconded the motion. Steve Wickham voted No; the remaining seven Board members voted Yes, so the motion carried. The Board agreed to have the Committee meet again; include Chief Kelly; and bring a recommendation to the Board at next month's meeting.

D. Engine 11-2 Repairs Update – Engine 11-2 remains off site for repairs. A third party had to be called in to remove the generator and light tower before the pump housing bent frame could be repaired. Chief Kelly relays this will not cost the Department anything, as it is being handled by the insurance adjuster. He expects it will be about 10 days before the work on Engine 11-2 is complete.

E. Electrical Repairs Status – Having received no further responses in regard to this work from companies/persons contacted, MB Haynes will be asked to conduct the repairs relayed to the Board last month and at a cost of a little over \$6,500.

The Board also discussed repairs needed to the bay ceiling. It is felt a ridge vent will resolve the associated moisture issue, and Asheville Roofing has been contacted about performing this work.

F. Ambulance 1110 – Dan Little relayed an issue was experienced with Ambulance 1110 today in that the suspension lift system (hydraulic) on the back of it raised the right side but not the left.

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7. **New Business:** There was no new business.

8. **Announcements:** The Boy Scouts will hold a Flea Market at the Community Center on Saturday, February 24, from 9:00AM until 1:00PM. Proceeds will be used to fund their attendance at Summer Camp. Items donated for the Flea Market may be dropped off at the Department or by contacting Jane Little.

Dan Little announced the next Regular Meeting of the Board will be held on Monday, March 18, 2024 at 6:30PM.

9. **Public Comment:** There was no public comment.

10. **Adjournment:** Kent Creasman made a motion to adjourn the meeting at 7:47PM. Lisa McCallister seconded the motion, which carried unanimously. The Board did not adjourn to Executive Session, as there was no business necessitating this action.

Note: Chairman Dan Little only votes in the event of a tie.