The Board of: Riceville Volunteer Fire Department
Met at: 6:30PM
On: Monday, September 16, 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. <u>Call the Meeting to Order:</u> Dan Little called the meeting to order at 6:32PM.

2. <u>Pledge of Allegiance and Prayer:</u> Dan Little opened the meeting in prayer and then asked everyone to stand if able and join him in the Pledge of Allegiance to the Flag.

3. <u>Approval of Minutes:</u> Draft minutes for the August 19 Regular and Executive Session meetings were emailed to the Board on September 7. Lisa McCallister made a motion to accept the Regular and Executive Session minutes as prepared. Merel Johnson seconded the motion, which carried unanimously.

4. <u>Treasurer's Report:</u> Financial reports for the month ending August 2024 were emailed to the Board on September 13. Katie Payne relayed there was nothing major to note but did ask if there were any objections to editing the Annual Budget column for Line Item 6116, Ambulance Purchase, to reflect the $90,000 down payment approved in July 2024. This edit will result in an accurate reflection that we are in line with the budget. There were no objections from the Board. In response to a question, Katie clarified payments are due the 20th of the month rather than the 1st and that we save on interest if payments are made monthly rather than annually. Kent Creasman made a motion to accept the August financials. Steve Wickham seconded the motion, which carried unanimously.

5. <u>Fire Chief's Report:</u> The monthly Chief's, Fire Life Safety Events (FLSE) and Training reports were emailed to the Board on September 11.

A. Training Report – Division Chief McEntire gave an overview of the Training Report, to include total training hours through August (2659.75); EMS CE offerings for August completed; new TIC's and Hose received, with hose tested and in service; and one member finishing up NFPA 1006 (Technical Rescue Standards) changes program.

B. Chief's Report – Chief Kelly gave an overview of the FLSE and Chief's reports. At 122, calls for August were down compared to last year. Chief Kelly attributes this to the number of ambulances Buncombe County has placed in the east side of the County. At 7:20 and 7:08 minutes, the Average Response Times (ART) for Fire and EMS remain below the National benchmark. Over-Lapping Incidents were up from 32/23% in July to 34/28%. IV Attempts/Success % was 104/80%. EMS Out-of-District calls were up slightly (15 in July to 19). Chief Kelly provided an overview of the recruitment and interview processes.

Lee Barrett asked if the dual-trained requirement (EMS and Firefighter) might be an obstacle to filling certain positions. Chief Kelly responded Paramedics are not required to be Firefighters. However, Firefighters are required to be EMS certified due to the level of care provided on calls. As an example, some applicants for the Captain position did not wish to pursue an AEMT certification, which is a requirement for that job.

6. Old Business:

A. Administrative Policies Committee – As Chair, Kent Creasman relayed the Committee continues reviewing/working in an attempt to create a more cohesive document.

B. Community Room Use Committee – As Chair of this Committee, Lee Barrett conducted follow up on this issue and emailed the Board his findings on September 4. He learned the Department's policy with VFIS provides liability coverage to the public while using or visiting the Community Center, if the Department is found to be negligent. Per VFIS, there is no requirement for members of the public to provide their own liability insurance when using the Community Center. Lee did recommend a "hold harmless" waiver be added to the rental agreement and that anyone using the Community Center (or Pavilion) on a regular basis have their own general liability policy, with the Department listed as an additional insured. Lee, Lisa McCallister and Jason McEntire will meet to develop a revised rental agreement form. Katie Payne was asked to obtain a waiver/waiver language from Management Solutions for Emergency Services (MSFES), so that it may be incorporated into the rental agreement form. MSFES will be asked to review the revised rental agreement form prior to it being brought back to the Board.

Dan Little shared that two notes were received from participants of the recent Town Hall, complete with a $50 donation check. The notes thanked the Department for use of the facility; apologized for the numerous calls fielded by the Department as a result of the announcements/signage associated with the event; and expressed it was not their intent to adversely affect the Department's nonprofit status.

C. 1110 Review Committee – Dan Little relayed the Committee has not met, as it is felt it would be best to wait until 1120 has been placed in service and 1110 has been placed in reserve status to evaluate the mechanical needs/costs of 1110. Mary Brown has been working on determining the cost to stock 1120 with non-perishable items.

D. Board Applications – No applications for the upcoming vacant Board seats were received during the timeframe prescribed by the Bylaws (August 30 through September 14). Katie Payne has been in contact with Keith Bost, Management Solutions for Emergency Services (MSFES), who advises applications should continue to be received until further notice/pending feedback from MSFES.

7. New Business:

A. Community Communications – The Board discussed at length the various means (electronic and paper newsletters) and associated costs of communicating with/getting information out to the Community. The Department has a high following via social media (Facebook and the Department Website).

B. Annual Meeting (Logistics and Newspaper Notice) – Carla McLendon emailed the proposed newspaper notice to the Board on September 7. The notice was the same as used last year, except for the change in meeting date. The Board agreed to have the notice run in the Asheville Citizen Times on Sunday, September 29, Thursday, October 3, and Friday, October 4.

Lisa McCallister served as Chair of the Logistics Committee last year and was asked to serve in that capacity again.

C. Engine 11 – Dan Little shared Engine 11 has possibly lost an injector, which can be an expensive repair.

8. Announcements: Dan Little announced the Annual Meeting of the Corporation will be held on Monday, October 14, 2024 at 7:00PM. The Regular Meeting of the Board will immediately follow the Annual Meeting.

Dan Little announced the Boy Scouts Annual BBQ Fundraiser scheduled for Saturday, September 21.

9. Public Comment: There was no public comment.

10. Adjournment: Lisa McCallister made a motion to adjourn the meeting at 7:55PM. Lee Barrett seconded the motion, which carried unanimously.

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