

**CLVFD Business Meeting Agenda
November 28, 2023**

Call to Order

Approval of / Additions to the Agenda

Approval of Minutes from Previous Meeting

DISCUSSION TOPICS

Personnel

- Vote on 2024 Officer Elections

Operations

- We're going to be very light on SDRs for a period of time this winter. Firefighters should be prepared to be assigned to traffic control/lead-in if not otherwise assigned.
- Incident reporting – We're working on making the Incident Reporting Spreadsheet available on the members-only part of the website so people can be more proactive about verifying that they've submitted run reports for all incidents. We need to improve our reporting, with run reports sent in within five days of the incident so the incident commander can complete their report while the memory is still fresh.
- Goals for 2023 – updates
 - Website rebuild – Evan and Mike – Transition to Streamline completed with new site up and running. Still working out bugs, and the transition of email addresses to Google is still in the works. Invitations to the members-only part of the site have been sent to all current department members – let Evan know if you haven't received yours. Evan has created a Google form for submitting website updates and noting fixes that need to be made so they can be logged and addressed. A link to the form will be posted in the Members' Only part of the website.
 - Open house – Mark – Completed!
 - Rules and Regulations revision – Marian – working group: Anne, Karen & Mark – Target for completion: end of year.
 - SOG revision – Jim – in the process of setting up working group
 - 5-Year Plan revision – Doug – working group: Jody Randol, Mike, Robin – Target date for completion: January 1, 2024.
 - Recruitment – Anne heading up the task force – investigating legal and insurance issues before proceeding with auxiliary positions. Officers have decided to table the exploration of adding auxiliary positions until February.

Safety

- Jim will speak on safety topics

INFORMATION ITEMS

Department Appreciation

- Holiday Party – Tuesday, December 12 in the Community Center, meeting at 5:00 for drinks and socializing, with dinner served at 6:00pm, catered by Brett Oberhammer. Lemonade and water will be provided; any other beverage attendees want, they'll need to bring themselves.

Equipment

- Boat shed
 - Boat shed equipment – The following have been purchased:
 - Mustang ice rescue suit identical to those we have
 - Neoprene cold-water gloves
 - Pro-Tec water helmets (the first helmets ordered had to be returned; new ones are on order)
 - Boat safety throw rings
 - Water rescue throw bag with 98 feet of rope
 - O'Neill Superlite USCG life vests
 - We'll be getting a shelving unit with a closet rod for storing equipment in the shed, some of which should be hung up (especially after it's been used/gotten wet).
- Backup camera – A backup camera for Engine 1 has been ordered. Reminder: This is a secondary safety device – all drivers must use backers and pay attention to their directions.
- Squad 2 will be parked in one of the bays for the winter so the plow's ready to go when needed, with Brush 2 being drained and moved outside to make room for it. To ensure we don't take Brush 2 out of service while wildland fire is still a possibility, this transition will be made when it's time to put chains on the vehicles.
- Extrication equipment – The engine has been repaired and works well now. The pump needs a gasket, which Anne is looking for.
- A lithium-ion jump pack about the size of a Kleenex box has been purchased and will be available either at the station (location TBD) or in Squad 1 for jump-starting vehicles. It should be able to jump-start any apparatus we have but is only for 12-volt batteries. Evan will double-check with Mark Weeks about whether the Engine and Tender are, in fact, 12-volt systems, even though they have multiple batteries and have dedicated jump-start posts that are not on the batteries for that reason.
- Apparatus maintenance –
 - Tender 1 – Will be taken to TransWest for electrical issues in the next week or so, Brad organizing.
 - Squad 2 – Back from Beck's after annual maintenance checks and repairs. Per Jim, it's driving very smoothly now.

- Brush 2 – Needs to be taken down for realignment.

Training

- Fire training – December subject: radio communications
 - CLVFD – Thursday 12/7 at 1800
 - RFLVFD – Tuesday 12/5 at 1800
 - Joint – Saturday 12/9 at 0900. Location: Crystal Lakes station
- Water Rescue Training – Evan and Brad are in contact with the county about whether the dive team can help train CLVFD on stillwater rescue. Other feelers are out as well for professional training in the safe, effective use of the boat.
- 2024 training plans
 - CPR certification/recertification – Doug taught a CPR class on 11/18, which was attended by Karen, Jay, Jody, and Jon. Recertification classes for all other members will be scheduled before current certifications expire mid-summer 2024.
 - First aid certification – Evan's been in contact with LCES about holding a class next year, which they're on board with.

Grants

- Direct Distribution of PPE Grant – We've been awarded a grant of equipment worth \$20,204. Update on ordering/receipt of grant items:
 - Structure PPE – We'll be getting three sets (paying for the third set out of our own budget), which won't look exactly like our current ones but are close. Jay, Karen, and Mike have all been measured, but delivery probably won't be for four months.
 - Wildland shirts and pants – Order submitted.
 - SCBA – Order submitted.
 - Leather structure boots & wildland boots – The sales rep will be coming up on December 7th during our training to fit everyone. For those who can't make it, Jim will provide sizing information from the manufacturer, and we'll order the boots based on that (we can exchange them if they don't fit properly).
 - Fire shelters, pack, helmets – No info yet on distribution.

Miscellaneous

- Parking safety – We're adding posts with reflectors along the edge of the parking area down from the station. We've had difficulty finding reflectors for these particular posts, so we're going to get lengths of PVC pipe to put over the posts and put reflective tape on those to ensure the posts are visible.

As the Membership Desires

Adjournment