

CLVFD Business Meeting Agenda

May 23, 2024

Call to Order

Additions to / Approval of the Agenda

Approval of Minutes from Previous Meeting

DISCUSSION TOPICS

Personnel

- Nothing this month

Operations

- SDR Response Protocol Changes
 - Feedback form available on Staff Portal on website
 - Continuation of evaluative period
- Accountability Tags: Keep yours, if you like.
- Personal Health Information
 - Further reading: <https://www.firerescue1.com/fire-products/administration-billing/videos/understanding-hipaa-regulations-for-fire-departments-pljxMrXWMehqNDmb/>

Equipment

- Radio Update: New channel in the lineup
- Monthly Checks: Status check
- Unchain Support
- Station:
 - Folding mezzanine stairway: Installed. Thank you, Jay and Alex! Railings need painting.
 - Break down and stow cardboard boxes. Do not just stack them by the recycling area.
 - Critters want to eat your snacks and die in your boots.

Department

- Mill Levy Campaign
- Goals for 2024
 - Rules & Regulations revision (from 2023). Evan
 - SOGs revision (from 2023). Mike
 - Strategic Plan update (from 2023). Evan
 - Establish a system for better managing incident reporting, inventory, maintenance records, and training records. Evan
 - Establish a peer support program. Karen

- Incident Reporting – Get 90% of run reports submitted within five days of the call. Marian

Safety

- The flatlanders and snowbirds have returned.

Training

- Brad, what do we need to know about training?
- CPR certification/recertification - Recert classes at 16:00 Tuesday, June 4th and Tuesday, June 11th. Third class on Sunday, June 30th if necessary. Contact Doug to sign up.
- Discipline and chain of command at training and why it matters

CL FIRES

- Website update: Susan
- Sign-up for leads and volunteers for this season's events
 - Need leads and a planning session: Jody unavailable June 6, 8, 11, 13, and 15

INFORMATION ITEMS

Personnel

- Nothing this month.

Equipment

- Boat Shed: Equipment organized. Take a minute to stop by and familiarize yourself with where everything is. Lock combo not to be shared outside current department members.
- Apparatus maintenance:
 - Process for reporting apparatus needs
- Squad 1 and Support:
 - Board has requested a presentation on this plan and the rationale behind it to be presented next Board meeting.
- Siren batteries and charger testing: Need to schedule this now that all are melted out. Reach out to Jay to help.

Operations

- Incident reporting: Incident reporting spreadsheets are available on the Staff Portal of our website. Complete ASAP after each incident. Reach out to Mike or Evan if you cannot log in.
- First Due: We just got account access this week. We are not operational, just yet.
- RMS Software: Currently reviewing RMS (reporting management software) options. Emergency Solutions recommended to Officers for adoption.
- Rules and Regulations Revision: Committee completed and submitted to Officers for review. Review still in progress.

Training

- Fire training – June subject: Wildland 2
 - RFLVFD – Tuesday 06/04 at 1800
 - **CLVFD – Thursday 06/06 at 1800**
 - Joint – Sat. 06/08 at 0900. Location: Crystal Lakes
- EMS Training: Monday, 05/24 with UCH at Glacier View Fire. Officially open to all. Sign up on Ulearn, if possible. If you do not have an account, that will be remedied shortly, as they just asked me for a roster.
- Outside Training: Submit all outside training certs to Brad in the vertical inbox under the windows in the downstairs office at the station. All outside training must be approved by the Training Officer in order to get training credit.
- Additional 2024 training plans:
 - CPR: June
 - Water Rescue: TBD
 - Evacuation: August 3rd

Grants

- Nothing at this time

SDRs

- The next SDR training is scheduled for June 18th at 16:15

CL FIRES

- Nothing in addition to discussion topics.

Miscellaneous

- Nothing this month.

As the Membership Desires

Adjournment