

**Ingham Township Fire Department
Officers Meeting Minutes**

Date: 03/20/2016

Meeting was called to order by: Chief Whipple at 6:38 pm.

Roll: Present: Tim Whipple, Scott Speck, Matt Valley, Brandon Whipple, Scott May
Absent: Bob Battige, Mike Yanz
ITFD Personnel Present: Brad Rockwell
Visitors Present: Vern Elliot

Acceptance of Minutes: Scott Speck made a motion which was seconded by Brandon Whipple to accept 02/14/16 meeting minutes as submitted with the following change. All in favor, motion passed.

Marker lights where replaced on 333 not 330.

Public Concerns:

Reckless Driving: When running lights and sirens, some personnel are coming through town in higher speeds than what would be deemed a "safe speed".

Safety at Scenes: just want everyone to be safe at all scenes and be aware of any situations that may be dangerous.

Drinking: Don't think that this is a problem, but when multiple people are going to be unavailable, there should be a plan for coverage.

Old Business:

Scott Speck to get a hold of John E Green regarding back-flow preventer.

Former ITFD member still owes department \$100. This person will be contacted regarding this.

Vehicle Inspections: it is time to do personal vehicle inspections again.

Fit Testing: this is currently scheduled to be done in May.

Curtis Rd Training Burn: Any questions?

- Staging needs a little work before next burn. Some individuals never went to staging and the ones who did eventually migrated back toward the fire.
- The burn went well...got several sets, the house burned down the way we planned, and training was completed right on schedule.

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Fire lanes for the schools have been set in motion. If we would like to take the lead on this, we will chose where they will be placed.

Operation Prom:

- May 12th at 1:45pm.
- Tentatively set to use the SW portion of the High School parking lot (near soccer field).
-

Department Picnic:

- We will tentatively plan this for the beginning of August (the 6th).
- A list of dishes will be made and people with chose their option or assigned a dish to pass.

Pictures:

- Headshots – all back except for a couple.
- Turnout Gear – haven't seen these pictures yet.

New MFR's: still have some to complete their final testing and a couple retakes.

Need Credentialing:

- List of training each individual has completed.
- Brandon will get with T.J. to get this printed out.

New Business:

Policies/Procedures that were sent to be looked at:

- Apparatus Response
- Station Administrator (113)
- Training Policy (103)

Brandon Whipple made a motion that was seconded by Matt Valley to accept these and the updates that were made.

Roll: Ayes: Tim Whipple, S. Speck, M. Valley, B. Whipple, S. May

Nays: None

Absent: B. Battige, Mike Yanz

Hose Testing – April 12th

Ladder Testing – April 12th

Payroll is coming up – everyone gets paid 2x's per year.

Laminated Fire & Medical Reports

- Will try these out. Can then fill reports out in detail when back at the station.

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Pump Testing and yearly maintenance at Spartan for 330, 332, 333.

- 332 – will also have the pump switch looked at.
- 333 – will also have paint looked at.

NIMS ICS will be held at ITFD May 20-22. Times to be determined.

Physicals – July 13th

- A list of personnel that require them this year will be made up.

Budget Amendments – None

Expenses:

Upgrade Training Room:

- Approximately 55” TV
- Approximately 32” – 40” TV
- Mounting brackets, cords, cables, etc...

Approve up to \$1,700.00 for purchase of these items.

Target Safety:

Approve up to \$3,000.00 to pay this bill when it comes in.

Brandon Whipple made a motion which was seconded by Tim Whipple for approval of these expenses.

Roll: Ayes: Tim Whipple, S. Speck, M. Valley, B. Whipple, S. May

Nays: None

Absent: B. Battige, Mike Yanz

Submission of Bills:

Scott May made a motion which was seconded by Brandon Whipple for approval of this month’s bills as submitted.

Roll: Ayes: Tim Whipple, S. Speck, M. Valley, B. Whipple, S. May

Nays: None

Absent: B. Battige, Mike Yanz

Went into a Closed Meeting at 7:44pm to discuss personnel hiring/issues. Closed Meeting was adjourned at 8:13pm.

Discussed training facility, credits, etc...

Brandon Whipple motioned that the meeting be adjourned and it was seconded by Matt Valley. All in favor. Meeting was adjourned at 8:22pm.