

**Ingham Township Fire Department
Officers Meeting Minutes**

Date: 05/14/2017

Meeting was called to order by: Chief Battige at 6:36pm.

Roll:

Present: Bob Battige, Scott Speck, Mike Yanz, Matt Valley, Scott May

Absent: Brandon Whipple

ITFD Personnel Present: Brad Rockwell

Visitors Present: None

Acceptance of Minutes: B Battige made a motion which was seconded by M Valley to accept 04/16/2017 meeting minutes as submitted. All in favor, motion passed.

Public Concerns: None

Old Business:

Fire Dept ID's

- Still need to get pictures of everyone.

Hose/Ladder Testing

- Originally scheduled for April 19th...was rescheduled for May 26th.

A new siren for 332 will be purchased online.

Gas Monitors

- M Yanz to get more info this week regarding this purchase.
- NIESA may be purchasing 1 for ITFD.

Alex and Brian will be swapping fire fighter numbers with each other. Each of them will be responsible for any costs associated with this (helmet badges, etc...).

New Business:

Mayday policy

- Review/update.

Carbon Monoxide Policy

- Update so that it states that the "Carbon Monoxide Response" document must to completed and signed by both the occupant and a fire department personnel.

Social Media Policy

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- This has been discussed in past meeting.
- Has a policy been created for this?

Job Descriptions to be created

- Safety Officer
- Training Officer

Additional Policies to be created

- Lock Out Procedures
- Scene Safety

School development is going very slow.

- Fire Department involvement with the plans is delayed at this time until they get settled on more details.

Budget Amendments –

Insurance: This has been adjusted for going over by \$5,531.00

\$500 from the extra Captain Salary line item to Payroll Expenses.

M Yanz made a motion to accept these Budget Amendments and it was seconded by S May.

Roll: Ayes: S. Speck, M. Yanz, M. Valley, S. May
Nays: None
Absent: B. Whipple

Expenses:

- Allow up to \$13,000 from our Gear line item to purchase 5 sets of turn-out gear.
- Allow up to \$3,950 to pay for Target Solutions bill when we get it.

M Yanz made a motion that was seconded by M Valley for these Expenses.

Roll: Ayes: S. Speck, M. Yanz, M. Valley, S. May
Nays: None
Absent: B. Whipple

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Submission of Bills:

M Valley made a motion which was seconded by S May for approval of this month's bills as submitted along with...

- \$365.03 for Stone Mountain (mic cables)
- \$130.00 for Complete Battery Source (TIC battery repairs)

Roll: Ayes: S. Speck, M. Yanz, M. Valley, S. May
Nays: None
Absent: B. Whipple

M Yanz motioned that the meeting be adjourned and it was seconded by M Valley.
All in favor.
Meeting was adjourned at 7:22pm.