**BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS**

**MINUTES OF PUBLIC BOARD WORK SESSION HELD AT THE BLUE RIDGE FIRE STATION**

**MONDAY FEBRUARY 5th , 2018**

1. **CALL TO ORDER**

Meeting was called to order at 11:00 AM by Board Chairman Shannon Scott

1. **PLEDGE OF ALLEGIANCE**

Chairman Scott led the assembly in the pledge of allegiance.

1. **ROLL CALL OF BOARD MEMBERS**

Members present were Chairman Shannon Scott, Pete Fenton, Monty Blosser, Jack Beal and Cindy Perelli and Chief Paine.

1. **Review of the 10-year Equipment Replacement Plan**

The Board and Chief Paine commenced a review of the 10 Year Vehicle (Equipment) Replacement Plan furnished by Chief Paine.

* After much discussion, it was decided that our focus should be the replacement of the oldest ambulance. Chief Paine will get information regarding cost and financing options and bring this to the Board for further evaluation. It was also decided to add the SCBAs to this list.
* The question of what constitutes a capitol purchase was discussed and it was decided that a capitol purchase would be defined as costing $5,000 or more and last more than 1 year.
1. **REVIEW THE CURRENT 5 YEAR PLAN**

The Board decided to review each bullet on the Plan for applicability. After some discussion is was decided that the criteria for being on the 5-year plan should be defined as being: 1) achievable, 2) measurable, and 3) aligned with Board goals.

It was decided that the Plan should address the following:

* + Staffing
		1. Hiring
		2. Retention
		3. ALS coverage 24/7/365
	+ Employee benefits
	+ Replacement of PPE (Personnel Protection Equipment)
		1. Wildland
		2. Structure
	+ Replacement of one ambulance
	+ Future District growth

The Plan should also be reviewed and updated annually.

1. **Establish GoaLs for the Budget Committee**

The discussion identified the major goal for the Committee as:

* Create and present to the Board a sustainable budget for 2018/2019 FY, and three subsequent years.
* Present more than one version of the proposed Budget to the Board.
1. **Establish calendar for the budget committee meetings**

The schedule for the Budget Committee meetings is as follows, but is subject to change.

* + February 16th 9 to 10:30 AM
	+ February 23rd 9 to 10:30 AM
	+ March 1st 9 to 10:30 AM
	+ March 12th 9 to 10:30 AM
1. **ADJOURNMENT**

The Work Session was adjourned at 1:18 PM

Respectfully submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cynthia Perelli, Clerk of the BRFD Board

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Cynthia Perelli, Clerk of the BRFD Board