

## HAHNVILLE VOL FIRE DEPARTMENT BUSINESS MEETING (January 6, 2016)

President Christopher Boros called the meeting to order at 1900 hours. There were 22 members present.

**Business Meeting:** The minutes from the December 2, 2015 Business Meeting was given to every member. Motion made by Donna Boros, seconded by Katherine Wolbers to accept the minutes with the additions. Members voted 21 yes / 0 no.

**Board of Directors Meeting:** The minutes from the January 4, 2016 meeting was given to every member. Motion by Donna Boros, seconded by Katherine Wolbers to accept the minutes. Members voted 21 yes / 0 no.

**Treasurers Report:** The treasurer's report for the month of December 2015 was given to every member. Motion made by Darren Drumm, seconded by Jeff Raia to accept the treasurer's report. Members voted. 21 yes / 0 no.  
Reminder: Just a reminder that Dues are due by the March Business Meeting to stay active.

**Fire Chiefs Report:** Discussed that we have sent the information to PIAL so we can start the process of being re-rated. Engine 321 is with Ferrara due to an oil pressure leak. Make sure the heaters in the buildings stay at around 50 degrees.

**Asst Chiefs Report:** No Report

**Safety:** No Report (Absent)

**Station 31 report:** Fuel Trac cards for the equipment at Station# 31 are in the yellow cabinets/

**Station 32 report:** Water heater is installed at station; still working on the flag pole light changing it to LED.

**Grants:** Still working on things.

**Jr. Fireman:** No Report

**Training:** 2016 Training Schedule will be posted on the website and in the building soon. EMS Landing Zone Training will be January 12 and 13, 2016.

**Fire Prevention:** Council on Aging Christmas Event went well. We just had to purchase the Elf outfit.

**Installation:** January 23, 2016 is the Installation at the River Room. It starts at 19:00 hours.

**SOP/SOG:** This meeting we discussed # 400.00 (EMS – Medical Calls and Fire Ground Injuries). Please read this document and make sure you are aware of the information.

### Old Business:

- Records Retention Schedule has been approved, so we will start following the guidelines that have been approved for getting rid of older documents for the department. We have also decided to go with Shred-It for the shredding of the older documents. This is the same company that the parish and other fire departments use.

- PIAL rating (still working) – insurance company All State has contacted us from the department.
- Discussion on Motion being out of order from the December 2, 2015 Meeting. (Motion was: Motion by Jeff Raia not to send Bailey Ordoyne to LSU Academy, seconded by Dawn Landry. Vote was 6 yes / 7 no. Motion does fail. Jason Zeringue and Christopher Boros abstained.)  
Motion by Matthew Allshouse, seconded by Katherine Wolbers, to table this motion until we figure out the information (re-tracing the original resolution). Members voted: 10 yes / 4 no. Motion does pass.
- Discussion: Set up a meeting with the parish new attorney to bring all the information to him with the officers of this department; not just one officer. Motion by Dwayne Tregre, seconded by Jason Zeringue to allow the officers to go have a meeting with the Bobby Raymond (the new attorney) to discuss this material. Members voted: 8 yes / 0 no.
- Fuel Trac has been set up and cards are on all the trucks and in the yellow cabinets at the stations. Each member should have been issued their pass code for using the fuel trac.
- Discussion on Life Scan. Physicals went well. Talk about when the next time we should get the physicals done.
- Engine 321 is still having problems.
- Stokes Basket is in and back on Service Unit # 319.

### NEW BUSINESS:

- Trend Micro is in and will be \$6.00 per license. If you want one, pay Dawn and she will let the person in charge know so they can give you the information.
- Discussion on LVFD installation; needing a stand-by crew. Any questions or would like to assist – get with Matthew Allshouse and sign the roster sheet to volunteer.
- Discussion on Conference and Conventions. Please sign the list if you are able to attend these conferences. Motion by Matthew Allshouse, seconded by Darren Drumm to send up to 4 people to the conferences for 2016.

Discussion: Who ever decides to sign up for the conferences and attend them, needs to come back to the fire department with the information, and also they must sign the Conference Agreement incase they can not attend this event. Members voted: 14 yes / 0 no. Motion does pass.

- Bylaws, Letters of Incorporation, and our Charter discussed. Motion by Matthew Allshouse, seconded by Darren Drumm to allow the board to meet one more time (Special meeting) to review these documents and make the final say before it goes to the attorney. Members voted 14 yes / 0 no. Motion does pass.
- Inventory of Equipment – discussed. Thanks to Matthew Allshouse for putting all the information in firehouse for the inventory. This includes radios, equipments, etc.
- Engine 316 and Safety Trailer tires will be needed in 2016.
- Gym Usage Discussion. Motion by Justin Ward, seconded by Cortney Gray to change the SOG/SOP (Best Practices) to allow immediate family of a member to utilize the gym at Station# 32 without a member being present. Members Voted. 14 yes / 0 no. Motion does pass.
- Audit Engagement Letter from TS Kearns. Discussion: this document needs to be signed yearly for our annual audit. Motion by Jeff Raia, seconded by Darren Drumm, to authorize the president to sign the Engagement Letter from our auditor. Members voted: 14 yes / 0 no. Motion does pass.
- Discussion on Back ground Checks. We will start waiting to see if the applicant comes to more than one meeting before running the background checks.
- Discussion on Hose Testing: we have lost 27 lengths of hose. We are checking to see if some of this hose is under warranty.
- Discussion on Officer # 301 portable. It is broken and Broadband gives us a price up to \$500.00 to get this portable repaired. Motion by Matthew Allshouse, seconded by Donna Boros, to allow Broadband to get Officer 301's portable repaired up to \$500.00. Members voted. 14 yes / 0 no. Motion does pass.
- Discussion on VFIS grant: Motion by Matthew Allshouse, seconded by Dawn Landry to utilize VFIS to write our annual grant at a cost of \$500.00. Members voted. 14 yes / 0 no. Motion does pass.
- Station Usage Policy discussed. Motion by Justin Ward, seconded by Dawn Landry to allow members to use the station usage policy again. Members voted. 12 yes / 0 no. Motion does pass.

Assistant Chief Nominations: Fire Chief Jack Landry has submitted his slate of officers. He has submitted Matthew Allshouse for Asst. Chief. Matthew Allshouse has accepted this nomination for this position. Roll Call Vote.

Member Name	YES	NO
Matthew Allshouse	1	
Christopher Boros	1	
Britton Allshouse	Absent	
Jack Landry	1	
<b>Total</b>	<b>3</b>	<b>0</b>

Matthew Allshouse has been elected to be the Asst. Chief for 2016.

- Finance Committee Members:  
 Dawn Landry (Treasurer)  
 Davis Nicholas (Past President)  
 Matthew Allshouse  
 Trevell Gordon  
 Donna Boros  
 Darren Drumm
- Election of Board Members: The following were nominated for the board. Matthew Allshouse, Darren Drumm, Alonzo Mitchell, Jack Landry, Justin Ward, and Trevell Gordon. Membership voted by secret ballot.  
Board Members:  
 Christopher Boros (President)  
 Davis Nicholas (Past President)  
 Dawn Landry (Secretary)  
 Trevell Gordon  
 Matthew Allshouse  
 Jack Landry  
 Justin Ward  
 Darren Drumm  
 Alonzo Mitchell
- Motion and 2<sup>nd</sup> to certify the election of Asst Chief and Board Members. Membership voted. 12 yes / 0 no. Motion does pass.

**Request:**

1. Jani King New Orleans (station cleaning for Station# 31 and 32) at a cost of \$250.00 for station 31 and \$250.00 for station# 32. Motion by Dawn Landry and 2<sup>nd</sup> by Debbie Raia, to authorize this purchase. Discussion: Make sure someone is at the stations so they can sign something that states they were there cleaning – a checklist. Membership voted. 12 yes / 0 no. Motion does pass.
2. CSC Air Conditioning and Heating Renewal at a cost of \$2,275.00 yearly. Motion by Jeff Raia, seconded by Joseph Zeringue, to authorize this purchase. Membership voted. 12 yes / 0 no. Motion does pass.
3. CSC Air Condition and Heating to change the duct work at Station# 31 in the offices at a cost of \$1,600.00. Motion by Jeff Raia, seconded by Dwayne Tregre, to authorize this purchase. Members voted. 12 yes / 0 no. Motion does pass.

**Announcements:**

- Next Finance and Board Meeting will be Tuesday, February 2, 2016.
- Next Business Meeting will be Wednesday, February 3, 2016.
- Next Association Meeting will be Thursday, January 14, 2016.

Meeting Adjourned.