

Board of Fire Commissioners
Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
Office: (518) 893-0723 Fax: (518)893-7006

The January 2021 Organizational Meeting of the Greenfield Fire District was called to order at the District Office by Treasurer Petkus at 7:01 PM on January 6, 2021. The flag salute and a moment of silence were recognized for departed members.

Present were: Commissioners Chandler, Dussault, McGowan, Ramsey and Russo; D/A-Treasurer Petkus, PA/SK Ranck. Please see sign in sheet for others in attendance.

Treasurer Petkus asked for nominations for 2021 Chairman; Commissioner Russo nominated Commissioner Michael Chandler with a 2nd by Commissioner Dussault.

RESOLUTION #4 APPOINTING MICHAEL CHANDLER CHAIRMAN OF THE BOARD FOR 2021.

MOTION: Russo

SECOND: Dussault

RESOLVED to appoint Michael Chandler Chairman of the Board for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #5 APPOINTING CLINT MCGOWAN VICE CHAIRMAN OF THE BOARD FOR 2021.

MOTION: Russo

SECOND: Dussault

RESOLVED to appoint Clint McGowan Vice Chairman of the Board for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #6 APPOINTING JOYCE PETKUS DISTRICT ADMINISTRATOR/TREASURER FOR 2021; SET SALARY AT \$53,610.11/YR. FOR 40 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL;

APPOINTING DON RANCK PURCHASING AGENT; SETTING SALARY & BENEFITS OF PURCHASING AGENT/STATION KEEPER FOR 2021; HOURLY RATE OF \$22.48 FOR 40 HOUR WORK WEEK, \$33.72 O/T AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL;

SETTING SALARY & BENEFITS FOR DEIDRE CHANDLER, OPERATIONS SECRETARY FOR 2021; HOURLY RATE OF \$19.88 FOR 25 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL;

SETTING SALARY & BENEFITS FOR LARRY RAMSEY, JR., PT MAINTENANCE FOR 2021; HOURLY RATE OF \$15.69 FOR 32 HOUR WORK

WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Chandler

SECOND: Russo

RESOLVED to appoint Joyce Petkus District Administrator/Treasurer for 2021; set salary at \$53, 610.11/yr. for 40-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual;

Appoint Don Ranck Purchasing Agent; set salary & benefits of Purchasing Agent/Station Keeper for 2021; hourly rate of \$22.48 for 40-hour work week, \$33.72 O/T and any applicable benefits as listed in the Greenfield Fire District employee manual;

Set salary & benefits for Deidre Chandler, Operations Secretary for 2021; hourly rate of \$19.88 for 25-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual;

Set salary & benefits for Larry Ramsey, Jr., PT maintenance for 2021; hourly rate of \$15.69 for 32-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

RESOLUTION #7 DESIGNATING JOYCE PETKUS AS THE DISTRICT RECORDS MANAGEMENT OFFICER.

MOTION: Chandler

SECOND: Russo

RESOLVED to designate Joyce Petkus as the District Records Management Officer.

VOTE: All in favor, motion carried.

RESOLUTION #8 APPOINTING WILLIAM YOUNG LEGAL ADVISOR FOR 2021.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to appoint William Young legal advisor for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #9 APPOINTING CAROLE MILLER DISTRICT CHAPLAIN FOR 2021.

MOTION: Chandler

SECOND: Russo

RESOLVED to appoint Carole Miller District Chaplain for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #10 APPOINTING OCCUPATIONAL MEDICINE – SARATOGA HOSPITAL AS DISTRICT MEDICAL FACILITY FOR 2021.

MOTION: Chandler

SECOND: Russo

RESOLVED to appoint Occupational Medicine – Saratoga Hospital as District Medical Facility for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #11 NAMING THE DAILY GAZETTE AND THE SARATOGIAN AS THE LEGAL NEWSPAPERS FOR 2021.

MOTION: Chandler

SECOND: Russo

RESOLVED to name the Daily Gazette and the Saratogian as the legal newspapers for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #12 NAMING ADIRONDACK TRUST COMPANY, BALLSTON SPA NATIONAL BANK AND SARATOGA NATIONAL BANK AS BANKS FOR 2021.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to name Adirondack Trust Company, Ballston Spa National Bank and Saratoga National Bank as banks for 2021.

VOTE: All in favor, motion carried.

RESOLUTION #13 GIVING TREASURER PERMISSION TO PAY VARIOUS BILLS INCLUDING FUEL, LIGHTS, WAGES, FEDERAL AND STATE TAXES, POSTAGE, TELEPHONE/FAX, INTERNET, GAS AND DIESEL, HEATING OIL, GARBAGE PICK UP EVERY MONTH.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Treasurer permission to pay various bills including fuel, lights, wages, federal and state taxes, postage, telephone/fax, internet, gas and diesel, heating oil, garbage pickup every month.

VOTE: All in favor, motion carried.

RESOLUTION #14 THAT THE TREASURER IS REQUIRED WITHIN 60 DAYS AFTER THE END OF THE FISCAL YEAR TO SUBMIT TO THE BOARD OF FIRE COMMISSIONERS A COPY OF THE ANNUAL REPORT REQUIRED BY GML SECTION 30 IN LIEU OF A WRITTEN STATEMENT SHOWING RECEIPTS AND DISBURSEMENTS FROM THE PRECEDING FISCAL YEAR.

MOTION: Chandler

SECOND: Russo

RESOLVED that the Treasurer is required within 60 days after the end of the fiscal year to submit to the Board of Fire Commissioners a copy of the annual report required by GML section 30 in lieu of a written statement showing receipts and disbursements from the preceding fiscal year.

VOTE: All in favor, motion carried.

RESOLUTION #15 ADOPTING SECTION 104B OF THE GENERAL MUNICIPAL LAW REGARDING DISTRICT PURCHASING PRACTICES.

MOTION: Chandler
SECOND: Dussault
RESOLVED to adopt Section 104B of the General Municipal Law regarding District Purchasing Practices.
VOTE: All in favor, motion carried.

RESOLUTION #16 THAT THE HOME COMMISSIONER SHALL SIT ON THE COMMITTEE THAT IS PURCHASING A NEW TRUCK FOR HIS COMPANY.

MOTION: Chandler
SECOND: Dussault
RESOLVED that the home Commissioner shall sit on the committee that is purchasing a new truck for his company.
VOTE: All in favor, motion carried.

RESOLUTION #17 THAT TRUCK REPAIRS SHALL BE COORDINATED BY THE DISTRICT CHIEF AND COMMISSIONER CHANDLER.

MOTION: Chandler
SECOND: Dussault
RESOLVED that truck repairs shall be coordinated by the District Chief and Commissioner Chandler.
VOTE: All in favor, motion carried.

RESOLUTION #18 SETTING 2021 MEETING NIGHTS AS SUBMITTED AND POSTED ON THE DISTRICT WEBSITE BY THE DISTRICT ADMINISTRATOR.

MOTION: Chandler
SECOND: Dussault
RESOLVED to set 2021 meeting nights as submitted and posted on the District website by the District Administrator.
VOTE: All in favor, motion carried.

RESOLUTION #19 APPROVING THE 2021 COMMISSIONER ASSIGNMENTS WITH CHANGES AS DISCUSSED.

MOTION: Chandler
SECOND: McGowan
RESOLVED to approve the 2021 Commissioner assignments with changes as discussed.
VOTE: All in favor, motion carried.

RESOLUTION #20 ADOPTING THE 2021 DISTRICT POLICY REVIEW SCHEDULE AS PROVIDED AND POSTED.

MOTION: Chandler
SECOND: Dussault
RESOLVED to adopt the 2021 District Policy Review Schedule as provided and posted.
VOTE: All in favor, motion carried.

RESOLUTION #21 THAT THE GREENFIELD FIRE DISTRICT MAINTAIN MEMBERSHIP IN THE FOLLOWING ORGANIZATIONS:

- FIREMAN'S ASSOCIATION OF THE STATE OF NY (FASNY)

- ASSOCIATION OF FIRE DISTRICTS OF THE CAPITAL AREA (AFDCA)
- ASSOCIATION OF FIRE DISTRICTS OF THE STATE OF NY (AFDSNY)
- NEW YORK STATE ASSOCIATION OF FIRE CHAPLAINS
- NEW YORK STATE ASSOCIATION OF FIRE CHIEFS (NYS AFC)
- NFPA
- FIRE DEPARTMENT SAFETY OFFICERS ASSOCIATION

MOTION: Chandler

SECOND: Dussault

RESOLVED that the Greenfield Fire District maintain membership in the following organizations:

- Fireman's Association of the State of NY (FASNY)
- Association of Fire Districts of the Capital Area (AFDCA)
- Association of Fire Districts of the State of NY (AFDSNY)
- New York State Association of Fire Chaplains
- New York State Association of Fire Chiefs (NYS AFC)
- NFPA
- Fire Department Safety Officers Association

VOTE: All in favor, motion carried.

RESOLUTION #22 TO APPOINT ELECTION INSPECTORS FOR 2021:

- BETTY BOWEN BONNIE OLDER
- DEBBIE BURWELL PEGGY ROXBURY
- MARGE CORNELL GLENDA VANDUSEN
- DIANA KLEMENTOWSKI ALICE WILSON
- BRENDA JENNINGS DAVE WILSON
- GEORGE MILLER JOYCE WOODARD

MOTION: Chandler

SECOND: Russo

RESOLVED to appoint Election Inspectors for 2021:

- Betty Bowen Bonnie Older
- Debbie Burwell Peggy Roxbury
- Marge Cornell Glenda VanDusen
- Diana Klementowski Alice Wilson
- Brenda Jennings Dave Wilson
- George Miller Joyce Woodard

VOTE: All in favor, motion carried.

RESOLUTION #23 THAT EFFECTIVE JANUARY 1, 2021, REIMBURSEMENT FOR MILEAGE FOR FIRE CALLS AND DISTRICT BUSINESS WILL BE 56.0¢ PER MILE, TO BE MONITORED BY THE TREASURER FOR ANY CHANGES. MILEAGE VOUCHERS HELD LONGER THAN TWO MONTHS WILL NOT BE ACCEPTED; ANY SUBMISSION MUST BE RECEIVED BY THE THURSDAY MORNING PREVIOUS TO THE NEXT BOARD MEETING.

MOTION: Chandler

SECOND: Dussault

RESOLVED that effective January 1, 2021, reimbursement for mileage for fire calls and District business will be 56.0¢ per mile, to be monitored by the Treasurer for any changes. Mileage vouchers held longer than two months will not be accepted; any submission must be received by the Thursday morning previous to the next Board meeting.

VOTE: All in favor, motion carried.

RESOLUTION #24 APPOINTING SCOTT DUSSAULT 2021 DISTRICT LIAISON TO THE WILTON TOWN BOARD AND WALTER RAMSEY 2021 DISTRICT LIAISON TO THE GREENFIELD TOWN BOARD.

MOTION: Chandler

SECOND: Dussault

RESOLVED to appoint Scott Dussault 2021 District Liaison to the Wilton Town Board and Walter Ramsey 2021 District Liaison to the Greenfield Town Board.

VOTE: All in favor, motion carried.

RESOLUTION #25 APPOINTING WALTER RAMSEY 2021 DISTRICT LIAISON TO THE GREENFIELD PLANNING BOARD AND SCOTT DUSSAULT 2021 DISTRICT LIAISON TO THE WILTON PLANNING BOARD.

MOTION: Chandler

SECOND: Dussault

RESOLVED to appoint Walter Ramsey 2021 District liaison to the Greenfield Planning Board and Scott Dussault 2021 District Liaison to the Wilton Town Planning Board.

VOTE: All in favor, motion carried.

RESOLUTION #26 APPOINTING THE FOUR FIRE COMPANIES AS THE FIREFIGHTING FORCE OF THE FIRE DISTRICT.

MOTION: Chandler

SECOND: Dussault

RESOLVED to appoint the four fire companies as the firefighting force of the fire district.

VOTE: All in favor, motion carried.

RESOLUTION #27 THAT ANY OFFICER THAT FAILS TO COMPLETE ANNUAL REQUIREMENTS BY THE DEADLINES WILL IMMEDIATELY BE REMOVED FROM OFFICE FOR THE REMAINDER OF THE YEAR.

MOTION: Chandler

SECOND: Dussault

RESOLVED that any officer that fails to complete annual requirements by the deadlines will immediately be removed from office for the remainder of the year.

VOTE: All in favor, motion carried.

RESOLUTION #28 THAT IN THE EVENT OF A LINE OF DUTY DEATH (LODD), AND WITH PERMISSION OF THE FAMILY OF THE DECEASED, THE DISTRICT CHIEF MAY AUTHORIZE THE USE OF THE DECEASED MEMBER'S COMPANY APPARATUS TO ESCORT THE REMAINS OF THE DECEASED FROM THE HOSPITAL TO THE FUNERAL HOME.

MOTION: Chandler

SECOND: Russo

RESOLVED that in the event of a Line of Duty Death (LODD), and with permission of the family of the deceased, the District Chief may authorize the use of the deceased member's company apparatus to escort the remains of the deceased from the hospital to the funeral home.

VOTE: All in favor, motion carried.

RESOLUTION #29 APPROVING THE DECEMBER 28, 2020 YEAR END CLOSE OF BOOKS MEETING MINUTES AND THE JANUARY 4, 2021 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the December 28, 2020 Year End Close of Books Meeting Minutes and the January 4, 2021 Special Meeting Minutes as written.

Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Treasurer Petkus noted she added Commissioner Chandler to the invoice paying the mandatory commissioner training.

RESOLUTION #30 APPROVING PAYMENT OF ABSTRACT #25 FROM THE GENERAL FUND, VOUCHER #200600 THROUGH VOUCHER #200606 AND TOTALING \$3,797.29.

A3410.2	\$ 1,151.26
A3410.4	\$ 2,646.03

Total:	\$ 3,797.29

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #25 from the General Fund, Voucher #200600 through Voucher #200606 and totaling \$3,797.29.

VOTE: All in favor, motion carried.

RESOLUTION #31 APPROVING PAYMENT OF ABSTRACT #1, VOUCHER #210001 THROUGH VOUCHER #210010, FROM THE GENERAL FUND AND TOTALING \$14,774.17

A3410.4	\$ 4,014.17
A9000	\$10,760.00

Total:	\$14,774.17

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #1, Voucher #210001 through Voucher #210010, from the General Fund and totaling \$14,774.47.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Various lists will be coming out in the next week or so.
 - Asked the Chief if the data entry list is ready; Chief Davis noted it will be decided next week at the officers meeting.
- **Purchasing Agent:** Don Ranck
 - Nothing at this time.
- **Treasurer:** Joyce Petkus
 - Will be starting to gather information for the annual audit.
 - Would like to close out some of the reserve account projects. Brief discussion continued.

RESOLUTION #32 GIVING THE TREASURER PERMISSION TO CLOSE OUT THE FOLLOWING COMPLETED RESERVE ACCOUNT PROJECTS:

BUILDING RESERVE FUND:

.016 CHAZEN COMPANIES – CO #1 ROOF/BUILDING

IMPROVEMENTS: \$0.00;

.019 CO #1 ASBESTOS ABATEMENT (ADELAIDE EH): \$0.00

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to close out the following completed reserve account projects:

Building Reserve Fund:

.016 Chazen Companies – Co #1 Roof/Building Improvements: \$0.00;

.019 Co #1 Asbestos Abatement (Adelaide EH): \$0.00

VOTE: All in favor, motion carried.

Firefighter Changes in membership:

- Co #2: Scott Hays, return from military leave to active status;
- Co #3: Jake Jennings, return from leave of absence; Jean Crumb, change from active probationary to active.

Auxiliary Applications for Membership:

- Co #2: Mary laquinto, Melinda laquinto, new auxiliary members.

RESOLUTION #33 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBERS AND CHANGES IN MEMBERSHIP.

MOTION: Dussault

SECOND: Ramsey

RESOLVED to give the Chairman permission to sign off on above new members and changes in membership.

VOTE: All in favor, motion carried.

President Gibbins dropped off a VFIF for applicant Julia Woolley, who lives out of district. She is a previous member of Co #1. Board okayed.

Report of the Chief – Jon Davis

- Christian Alvord to remain District EMS Coordinator for 2021.
- 2021 Fire Police captain is Bob Roxbury.

- EMT class is starting on the 11th; 7 members from the district are registered, with a total of 42 in the class. Brief discussion continued.
- 280 needs some work: need to replace seat and door panel. D/C Ellsworth stopped at Cornell's for prices as follows:
 - Used seat: \$250.00
 - Door trim panel: \$150.00.
 Also needs new tires; 4 new all-terrain tires, mounted/balanced is \$888.00 at Ryan's. Would like to have Ryan's do it all. Brief discussion continued.

RESOLUTION #34 APPROVING REPAIRS TO 280 IF THE VENDORS ARE WILLING TO WAIT FOR PAYMENT UNTIL THIS YEAR'S MONEY COMES IN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve repairs to 280 if the vendors are willing to wait for payment until this year's money comes in.

VOTE: All in favor, motion carried.

- Co #4 will be starting to run daytime mutual aid with Wilton in the next few weeks, Ballard Road south. Wilton will also be looking for a brush truck if they have a brush fire; it will come out of Co #1 right now. Brief discussion continued.

Reports from Companies:

Company #1 – Captain Marshall:

- All good.

Company #2 – D/C Richards:

- Everything good besides the brush truck, but are working on that.
- Trailer is starting to show its age. Brief discussion continued; Commissioner suggested getting some guys together to look at trailers and get pricing. Commissioner McGowan offered to assist with writing a grant if they can find one.

Company #3 – D/C Ellsworth:

- Quiet.
- Thanks for taking care of 280.

Company #4 – Captain Ackley:

- All is well, looking forward to another amazing year.
- Lt. Mullen notes they have an out of district applicant, Patrick Diehl, and they would like to move forward with application process; Board okayed.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee – Derrick Barss

- 2021 OSHA is out.
- Thanks for the increase in the budget.

Reports of the Commissioners:

- Russo
 - Hope we have a safe year.
 - Thanks for the support last year.
- Ramsey

- Thanks for the support.
- Feel free to call if you have something you want to talk about.
- McGowan
 - Working on updating the drone policy due to recent changes made by the FAA. Justin is currently reviewing those changes. Joyce noted she still has not received any information on the drone operators; Chief Davis will get the info to her.
- Dussault
 - Welcomed Commissioner Ramsey to the Board.
 - Looking forward to working together with the Board.
- Chandler
 - Welcomed Commissioner Ramsey to the Board.
 - Co #1 renovations are almost fully completed. Discussion regarding the recent ice issues; it was noted it was looked at and it is not going into the building.
 - Not very pleased with the price received from Chazen regarding Co #2 renovations; they will be pursuing other avenues.

Reports of the Town Board Liaisons

- **Town of Greenfield:** McGowan
 - Town is increasing building permit fees.
 - State Comptroller is at the Town completing an audit.
- **Town of Wilton:** Scott Dussault
 - Meeting is this Thursday.

Reports of the Town Planning Board Liaisons:

- **Town of Greenfield:** Clint McGowan
 - Request is in from Kasselmann Solar, and has been approved, to install a freestanding solar array on Coy Road at a private residence. Discussion continued. D/C Ellsworth questioned if a suggestion could be made to the Town Board to require mandatory shut off switches on them. Brief discussion continued.
 - A request is in to build a sub-division in the vicinity of South Greenfield and Bump Hill Roads, 75-100 two-story homes. Apparently, there is a lot of opposition; Chief Davis noted there is a Town Board special meeting on this on the 12th and 13th at 9:30 am. Brief discussion continued.
- **Town of Wilton:** Scott Dussault
 - Meeting to follow the Town Board meeting.

District Policy Review:

- Code of Conduct
- Code of Ethics
- Meeting Conduct

Above policies to be moved to another meeting.

Special Topics of Discussion:

Discussion regarding the 2021 Tahoes and equipment necessary. Overage for radios to be taken out of the .2 Radio account.

RESOLUTION #35 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND

EXPEND UP TO \$100,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF TWO 2021 CHEVROLET TAHOES AND RELATED EQUIPMENT.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend up to \$100,000.00 from the Equipment Reserve Fund for the purchase of two 2021 Chevrolet Tahoes and related equipment.

VOTE: All in favor, motion carried.

RESOLUTION #36 GIVING NICK COLUCCI THREE ACCESS FOBS TO CO #1 FIREHOUSE FOR EMT CLASS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Nick Colucci three access fobs to Co #1 firehouse for EMT Class.

VOTE: All in favor, motion carried.

Request was made to host the Annual blood drive at Co #3; the American Red Cross is aware that the firehouses are currently closed and may remain so for the foreseeable future.

RESOLUTION #37 CONTINUING WITH KEEPING THE FIREHOUSES CLOSED TO OUTSIDE ORGANIZATIONS EXCEPT FOR TRAINING PURPOSES.

MOTION: Chandler

SECOND: Dussault

RESOLVED to continue with keeping the firehouses closed to outside organizations.

VOTE: All in favor, motion carried.

Chief Davis noted he has had conversations with some of the Councilmen lately, and he was told that there will be an ambulance tax on the 2021 ballot. He was also promised that a committee will be set up in the next month that will heavily involve the fire department. They are going to either start their own ambulance or merge with Jessup's and build a new building on the Town line, or have two different buildings. D/C Ellsworth also noted that the Town has unsuccessfully bid on several buildings. Brief discussion continued.

Chief Davis noted that the Republicans endorsed Kevin Veitch for 2022.

Captain Chandler noted that Frank is no longer part of the Explorer Program; they are now dealing with a Rep, Renee, from the company. Also received the application for the \$2 million dollar policy. Brief discussion continued. D/C Ellsworth offered his help on the committee.

RESOLUTION #389 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Chandler

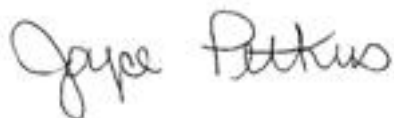
SECOND: McGowan

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 7:46 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The signature is written in dark ink on a white background.

Joyce A. Petkus
District Administrator/Treasurer

Scheduled Commissioner Meetings for 2021

All meetings held at District Office beginning at 7 PM unless otherwise noted

Meeting Date	Type
Wednesday, January 6, 2021	Organizational
Wednesday, January 27, 2021	
Wednesday, February 3, 2021	Insurance Review
Wednesday, February 10, 2021	
Wednesday, February 24, 2021	
Wednesday, March 10, 2021	
Wednesday, March 24, 2021	
Wednesday, April 14, 2021	
Wednesday, April 28, 2021	
Wednesday, May 12, 2021	
Wednesday, May 26, 2021	
Wednesday, June 9, 2021	
Wednesday, June 23, 2021	LOSAP Review Mtg. 6:00 pm prior to Regular Mtg.
Wednesday, June 23, 2021	
Wednesday, July 14, 2021	
Wednesday, July 28, 2021	
Wednesday, August 11, 2021	
Wednesday, August 25, 2021	Budget Workshop
Wednesday, September 8, 2021	
Wednesday, September 22, 2021	
Wednesday, October 13, 2021	
Tuesday, October 19, 2021	Budget Hearing
Wednesday, October 27, 2021	
Wednesday, November 10, 2021	
Monday, November 22, 2021	Changed due to Thanksgiving
Wednesday, December 8, 2021	
Wednesday, December 29, 2021	Year End Close of Books
Wednesday, January 5, 2022	Organizational
Wednesday, January 26, 2022	

Commissioner Assignments 2021

CHANDLER EMS
TRUCK REPAIRS (WITH CHIEF)

DUSSAULT NEW MEMBER ORIENTATION

McGOWAN BANKING
GRANTS
INSTALLATION BANQUET

RAMSEY TRAINING

RUSSO HR COMPLIANCE
TRAINING

District Policy Review Schedule 2021

January 6, 2021 Moved to January 27th Meeting	Code of Conduct Policy Code of Ethics Policy Meeting Conduct Policy
January 27, 2021	Code of Conduct Policy Code of Ethics Policy Meeting Conduct Policy
February 10, 2021	Disciplinary Policy Harassment & Discrimination Policy Sexual Harassment Policy Whistleblower Policy
February 24, 2021	Membership Application Policy New Member Orientation Policy Workplace Violence Prevention
March 10, 2021	New Member Live Burn Policy Firefighter Pager Policy
March 24, 2021	Drug & Alcohol Policy Smoking & Other Tobacco Products Policy
April 14, 2021	Social Media Policy Computer & Internet Use Policy District Photographer/Photography Policy
April 28, 2021	Access Card and Fob Policy DMV/LENS Policy
May 12, 2021	Communication Policy Public Access to Records (FOIL) Policy Public Information Officer Policy
May 26, 2021	Firefighter Training and Officer Requirements Policy SCBA Qualified Firefighter
June 9, 2021	BLS Glucometer Storage Policy BLS Glucometer Use Policy
June 23, 2021	No policy review due to LOSAP Review meeting
July 14, 2021	Employee Privacy Policy Performance Review Policy Employee Benefits Manual (not a policy)
July 28, 2021	Firefighter/Auxiliary Injury Policy Physical & Fit Test Policy Pregnant Firefighter Policy
August 11, 2021	Annual Installation-Inspection Policy District Awards Policy Uniform Policy
August 25, 2021	No policy review due to Budget Workshop
September 8, 2021	Unassigned Fund Balance Policy Investment Policy
September 22, 2021	Elections Policy
October 13, 2021	Funeral Policy Honorary Deputy Chief Policy
October 27, 2021	Credit Card Policy Purchasing Policy
November 10, 2021	Training Approval Policy Travel Policy
November 22, 2021	Training Facility Use Policy Unmanned Aircraft Systems (UAS) Policy
December 8, 2021	Apparatus & Vehicle Use Policy Duties of Fire Officers
December 29, 2021	No policy review due to Close of Books