

In attendance:

Gary Frame  
Gerri Kirkhum  
Valeta Daniels

Carol Butler  
Chuck Mayle  
Jesse Overstreet

Judy Frame  
Linda Winger

Meeting called to order by President Gary Frame at 7:15 p.m.

President's Report:

1. Thanked Carol for getting us caught up with AP and Linda for getting things updated for hours.

End of report.

Chief's Report:

1. Chuck needs ALS keys made and wants to see if he can be added to the list of those authorized to have them made.
2. Chuck is working on revising the SOR's.
3. Sending out a letter that states the members have 30 days to correct their hours reported from the date each month's hours are posted at Main Base.
4. Starting up a book for members to sign in before each membership and training meeting for proof of attendance. If a member fails to sign themselves in, they will not be given credit for the meeting.
5. Requests for being excused from Membership Meetings need to be submitted prior to the meeting or within a week after the meeting.
6. March's training class will be on Assessments.
7. Chesterfield County needs to know how we are staffing our stations from January 29, 2010 @ 06:00 to February 1, 2010 @ 18:00 due to pending inclement weather. This information needs to be number of crews/ambulances we will be staffing.
8. During coverage as a result of inclement weather or a regularly scheduled shift, the AIC has authorization or ask people to leave the building, who aren't staffing a crew, if no squad leader is present.
9. MDC on 523 is now working.

End of Report

Treasurer's Report (See Separate Report):

1. Vehicle 510 was sold for \$22,500 in December and the deposit was made in January.

Treasurer's Report Continued:

2. Net Income is \$18,500. Overall assets are \$1.7M (sale of 510 not reflected in this).
3. Gas charges are running higher than normal.
4. MOA for grant has been submitted to OEMS.
5. Old grant for CPAPs – Gerri found paperwork. Did John Styer order them? Did we lose the RSA grant due to deadline of 12/31/09?
6. Were the 3 Tablets from the 4 for life fund ordered? John Styer should have ordered them or is the County placing the order?
7. Each Department needs to be in control of their budgets and who is spending for that department. It appears people are spending without knowledge or authorization from Department Head.
8. We need to create a Whistle Blower program according to the 990 Nonprofit filing.

End of Report

Membership Report:

1. One member to be presented tonight for 6 month Probationary Membership status:
  - a. Ashley Berry

\*A motion was made to move Ashley forward to Membership by Chuck, Second by Jesse. Motion carries.

2. Gary asked for a copy of all new probationary members' information to go to the Chaplain.
3. Debbie Scion is in the process of getting her EMT certification back. Until then she can only ride as a 3<sup>rd</sup>. She wants to get Admin hours by helping Valeta with retention and recruitment. This will not be a change in her status.
4. One member to be presented tonight for Full Membership status:
  - a. Christina FroggattHer hours were corrected making her eligible. \*A motion was made to move Christina forward to Membership by Jesse, Second by Judy. Motion carries.
5. The membership committee is made up of: Jesse Overstreet, Dawn Helton, Micki Grodski, Sebastien Dorazio, and Valeta Daniels.
6. There was a discussion whether to break into two committees. One for recruitment and retention and one for fund raising.
7. There was a discussion on come Probationary Members who joined from July – September last year and have not pulled duty. Do we know if they were notified? Gerri believes Dawn Vogel contacted all Probationary Members last year that were not pulling duty. Valeta to contact the members again and give them 3 weeks to respond with their intent to be a member or not.

End of Report

No V.P. Report otherwise.

Secretary's Report:

1. Meena Naik submitted a letter requesting a LOA due to attending college in California and to be excused from Membership meetings due to the same issue.  
\*A motion was made to approve Meena's LOA and excuse her from Membership Meetings by Carol, Second by Chuck. Motion carries.
2. Reminder of the pending inspection on February 26, 2010 at 15:00. A copy of the OEMS notification letter was submitted to all BOD members.

End of Report

Finance Committee Report:

1. Valeta needs the paperwork from the 2009 Bingo year.
2. Currently submitting 2<sup>nd</sup> half of grant-Phillip Morris for 2 Auto Pulses and 4 boxes of bands for them.
3. Carol to research the double billed \$900 amount from Building & Grounds Department.

End of Report

Old Business:

1. Gary announced the cost for the hotel used during installation was \$6,462.80.

New Business:

1. Gary requested for the new website being created to contain current material, pictures, etc. The basics should be up and running by March.
2. Just a reminder with the popularity of social networks, members need to be mindful of pictures and comments they post while in BBVRS uniform or while representing BBVRS.
3. Offices of Communications, VP, and Records have not performed proper turnover of their information.
  - a. Chuck has already taken action on the Communications & Records turnover with John Styer as of today.
  - b. Gary to get available times from Valeta to have Kim turnover the contacts, grant information, membership information, etc.
4. Chuck suggested moving the election back 1 month to give more time for proper turnover of office duties and information.

New Business Continued:

5. Gary to submit eligible names for Personal Property discount with Chesterfield County by January 31, 2010.
6. Chuck suggested moving the election back 1 month

At this time the BOD goes into Executive Session

With no other business the meeting is adjourned for the night at 9:15 p.m..

Submitted for your approval,

Linda Winger  
BBVRS Secretary