

In attendance:

Linda Winger Dawn Helton Caitlin Hall Pranay Nuvvala Christina Austin
Denise Hairfield Gerri Kirkhum

Meeting called to order by the President, Dawn Helton at 7:20 p.m.

President's Report:

1. We will look into updating the remaining By-Laws/SOR's. Dawn will form a committee to work on them.
2. Linda will submit FD21's for new and resigned/dismissed members while operations will submit FD21's for status changes (AIC, Driver, EMT, etc.).
3. Installation went well with no problems at the venue.
4. Dawn needs to appoint a Compliance Officer – possibly Gerri Kirkhum.

Chief's Report:

1. Christina received complaints about the condition crews were leaving the station in.
 - a. Station checklists were created and will be kept in a binder. Each crew must complete their shift tasks before leaving and should complete 1 weekly task if they have time.
2. Our inspection has been scheduled for 2/21/20 at 1:30 and the preparation work has started.
3. Christina will submit the drug box inventory and MDC serial numbers.
4. We've found a possible company to use for fuel cards (Fuelman public sector cards) and just waiting for approval.
5. Unit 525's rear scene light was replaced. The squeaky brakes will be looked checked.
6. Unit 523's radio is not working. The drug box cabinet was fixed and it was inspected.
7. Luther created an online form on Google Forms for reporting vehicle issues. The link will be put on the website.

Membership Report:

1. Nobody was presented tonight for Probationary or Regular Membership.
2. The following members have not met their monthly requirement for hours:
 - a. Micky Grodski
 - b. Gerri Kirkhum
 - c. Susan Lowe
 - d. Chuck Mayle
 - e. Mike Manzelli
 - f. John Olson
3. The following members have these remaining months to finish their probationary status:
 - a. Harsika Nuvvala – 1
 - b. Nikhil Chandravel, Cadi Neilson & Narmeen Rashid – 2
 - c. Jennifer Bowles, Colin Briggs & Luther Harlow – 3

V.P. Report:

1. Caitlin is looking for help painting RB3.
2. We are looking for a replacement for the communications desk at RB3.
3. Caitlin is looking for ideas to submit on upcoming grants. Let her know of any suggestions.
4. Caitlin was added as an authorized signature at the bank and now has the squad debit card.
 - a. Dawn deactivated her squad debit card.
5. Caitlin met with some people regarding the possible sale of RB1 and replacement of the station somewhere else.
 - a. We need to meet with Fire Planning and Chief Adams to get their input on where the best place would be to move RB1.

Treasurer's Report:

1. The bills were paid tonight and financial reports were offered for anyone wanting to see them.

Secretary's Report:

1. Linda updated the contact list and posted it.

Training's Report:

1. There will be a preceptor class March 1 & 2 from 6:30 – 8:30 at RB1. Preceptors must attend one of the classes to maintain their preceptor status.
2. The new protocols will be reviewed at the next membership meeting.
3. Pranay will be meeting with Dr. Lapetina and asked if there were any suggestions of things to discuss with her.
4. RSI boxes will now be stocked by the County. We will stock 1 box on each 1st out unit. Contact the TSO or Bobby Trimmer if the box needs to be restocked during your shift.
5. Cleared AIC's – Will Andrews, Josh Pei, & Jenny Bowles.
 - a. Precepting 3rd – Anuj Kotak
 - b. Precepting Driver – Jenny Bowles, Colin Briggs, Omar Karim & Cadi Neilson
 - c. Precepting AIC – Collin Mills, Narmeen Rashid / ALS AIC – Pranay Nuvvala, Caitlin Hall.

B&G's Report:

1. John thanked the crews who have been cleaning RB3.
2. John needs an inventory of equipment from the auditor.
3. The dumpster is still full and not getting emptied.
4. The move from RB3 to RB1 has been put on hold due to the construction.
5. John wants to create a strategic planning committee for B&G.
6. The CPD lease at RB2 is up for renewal next year.
7. John wants to schedule a work day in March to get some tasks done at both stations.

Security's Report:

1. Richmond Security is still in the process of fixing the lock on the new door so the old key will work.

Old Business Report:

1. The December BOD Meeting minutes were approved as corrected.
2. Old 526 was finally towed away and they lost the title given to them back in 2017. They want us to go to DMV and pay for a replacement title.
 - a. The BOD agreed to let them deal with that since we already gave them the original title.

New Business Report:

1. Pranay created a new roster (hours) form on Google Forms.
 - a. The link will be added to the website and station computers.
 - b. In February, we will use both paper and online versions of rosters to test the new form/process.
 - c. Christina will approve online rosters and send to Linda each week so there's enough time to put the hours on the spreadsheet for meetings.
2. Pranay presented the Member Appreciation Program for the BOD's review.
 - a. The BOD made some suggestions for changes and agreed to present it to the membership at the next meeting.
3. We have an open BOD position again since Micky Grodski is an in-active Life member as of January.
4. The next BOD Meeting is 2/25/20 at 7:00 pm.
5. The next Membership Meeting is 2/4/20 at 7:00 pm.

With no other business the meeting is adjourned for the night at 11:00 p.m.

Submitted for your approval,

Linda Winger
BBVRS Secretary