

TOWN OF BASS LAKE, SAWYER COUNTY

Fire Department Business Meeting

7:55 PM on Dec 3, 2012

Location - Fire Department, County Road K

Approved Agenda

1. Call to order and roll call
2. Confirm Posting of Agenda in Official Locations
3. Approve Agenda from November Business Meeting
4. Old Business
 - Equipment received
 - Review status of assigned action items
 - Incident Review
5. Safety
6. New Business
 - Bass Lake FD Secretary Nominations
 - Any/ Other
7. Review and Adjourn

Minutes

Thirteen members were present. The roll call was taken and the November minutes were approved. All discussion decisions had full support of all attending members—no dissenting votes were voiced.

The meeting started late because of the required radio training that preceded the business meeting

Discussion			
Topic: New equipment			
Purpose	Key Points	Initiated by	Disposition/Decisions
Share Location	New chimney chain now located on Eng 1	Marv	Eng 1 and Eng 2 have chimney fire equipment
Topic: Status of Action Items			
Share status	Tender #1 air leak still a concern.	Jeff	Truck still has leak – solution is to leave truck connected to air supply.
Identify next steps	Air compressor serviced, problem found, test kit must be used before using compressor to fill air packs	Marv	Will update members when the compressor can be used.

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Topic: Safety

Accountability system reviewed. Site accountability will use the strap that will be located on the Driver's side mirror of Engine 1. The clipboard will be used for control of hazardous area entry.

Topic: Incident Review

Purpose	Key Points	Initiated by	Disposition/Decisions
Share information	Call sheet summary for November was reviewed.	Marv	Many points about chimney fire procedures and air pack procedures were discussed
Policy clarification	When air packs are used an ambulance will be called to monitor firefighter health. Sawyer SOP is to dispatch an ambulance to all structure fires. A 15 minute recovery time is required after the first air pack and 30 minutes after the second air pack.	Marv	BL SOP will be updated to cover this area—put on the action list
Equipment needs	Pat needed access to a large size face mask	Pat	Large mask located at end of meeting. He will keep with his personal PPE
Share information	Proper foam setting is 1.5%	Marv	A note will be put in Engine 1's book (Tom)
Share information	Reminder about maintaining safety zone when locating vehicles	Lance	1.5 times the building height is the minimum distance.
Share information and request follow-up	EMT equipment needs to be inspected and replaced as needed	Ethan	Put on the action list
Share information and request follow-up	Ice safety grips for individual member boots would be a good idea	Marv	A quantity of 15 was approved by vote and put on the action list

Topic: Chimney Fire Procedures

Share information	Clear firebox quickly, avoid using water, avoid looking down a chimney. Shared article on extinguishing chimney fires.	Jeff	Need an metal container and inspection mirror – approved by members and both put on the action list
Share information	Need to inform owners that after a chimney fire the system must be inspected by a qualified inspector	Pat	A standard sheet would help—no specific assignment was made.

Topic: New Business

Share and Approve	Secretary nomination	Marv	Tom was the only nomination. <u>Voting ballots will not be sent out.</u> The election to secretary will be ratified at the January business meeting

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Topic: Other			
Share Information and follow-up	Need to refresh the snacks located on the vehicles	Ross	Put on the action list

Action Items		
<i>Testing of the air compressor</i>	Marv	Next business meeting
<i>Revise SOP to cover ambulance call when air packs are used</i>	Tom	Next business meeting
<i>Purchase 15 pair of boot ice grips</i>	Marv	Next business meeting
<i>Purchase snacks for vehicles</i>	Marv	Next business meeting
<i>Purchase metal container (required to clear fire box at chimney fire calls)</i>	Marv	Next business meeting
<i>Obtain mirror to use at chimney fires</i>	Jeff	Next business meeting
<i>Update all on vehicle EMT supplies</i>	Ethan, Ross, lance	Next business meeting

Attendees:	Lance Graber Marv Mullet Jeff Peake Patrick Peake Ross Mullet Tom Kershaw Bob Krause Ethan Peake Enos Yoder Noah Lattin Pete Sanders Truit Campbell Elvin Graber	Absent:	Guy Vena Keith Metcalf George Heimbach Gordy Zimmerman
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Notes:

- 1) *Appropriate meeting processes were used – motions, seconds, discussions, and voting*
- 2) *This meeting did not have any board members in attendance*

Minutes Prepared by:	Date Prepared:	Date Approved
Tom Kershaw	Dec 4, 2012	Jan 7, 2013