

## AGENDA

1. Call the meeting to order
2. Pledge of Allegiance
3. Presentations – none
4. Proposed Executive Session – none
5. Old business
  1. Approval of 8/24/23 District meeting minutes  
*Motion made to approve the minutes of the 8/24/23 meeting by \_\_\_\_\_, second by \_\_\_\_\_; all in favor, so carried.*
  2. Pocatello district email – you can log on at mail.pocatellofiredistrict.com
  3. Board policies
  4. LENS program – Ken received updated list; everyone is valid
  5. Code of Ethics – need two members of the public and one fire company or officer member. Joe Mazza & Ron Broas to try to contact Roy (resident) about possibly being on the committee. Cannot hold public meetings until at least Sept. 4<sup>th</sup>. Joe Mazza will try to contact this gentleman. No public meetings until January for now. This item has been tabled. May be able to discuss in April. Ray McNamara will talk to the gentleman for possible May meeting.
6. Communications - public comments on the agenda items
7. Consent agenda -
  - Chief's report
  - Car #2 report
  - Car #3 report (LOSAP)
  - Medical Officer's report
  - President's report

*Motion to accept the Consent agenda made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor, so carried*
8. New business –
  - Treasurer's report  
*RESOLUTION: Be it resolved that the Pocatello Board of Fire Commissioners accept August's Treasurer's report. Motion made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor, so carried*

- Budget schedule:
  - On or before 9/26/23 – proposed budget to be adopted (on or before 21 days before public hearing)
  - 9/27/23 – proposed budget posted to website
  - 9/27/23 – proposed budget given to Town Clerk
  - 10/10/23 – publish notice of budget hearing in newspaper
  - 10/17/23 – public hearing (3<sup>rd</sup> Tues in Oct)
  - 10/26/23 – budget to be adopted at regular Commissioners’ meeting
  - On or before 11/4/23 – budget must be adopted
  - 11/7/23 – adopted budget given to Town Clerk & post on fire district website (within 3 days of Budget adoption)
  
- Approval of proposed budget 2024
 

***Motion to approve the attached proposed budget made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor***
  
- Medical Officer is requesting to take three classes – Emergency Pediatric Care \$398.00 deadline to register is 11/6/23; Advanced Medical Life Support \$304.00 deadline to register is 10/23/23; Prehospital Trauma Life Support \$305.16 deadline to register is 10/3/23. Costs include textbooks.
 

***Motion to allow the Medical Officer to attend the Emergency Pediatric Care class for a total cost of \$398.00 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor***

***Motion to allow the Medical Officer to attend the Advanced Medical Life Support class for a total cost of \$304.00 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor***

***Motion to allow the Medical Officer to attend the Prehospital Trauma Life Support class for a total cost of \$305.16 made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor***
  
- Chipotle fundraiser 10/11/23 from 5:00 PM-9:00 PM
  
- Group term life policy for renewal with Marshall & Sterling
  
- Letter from Thomas Drohan, Waxman, Petigrow & Mayle LLP – fee increase from \$225 to \$235 hourly for attorneys and from \$100 to \$110 hourly for paralegal services.
 

***Motion to accept the new attorney fee of \$235 an hour and the new paralegal fee of \$110 per hour for Thomas, Drohan, Waxman, Petigrow & Mayle made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor***
  
- Charles Schwab trade confirmation on 8/31/23
  
- Charles Schwab monthly statement August 2023

9. Committee updates:

Apparatus Committee – Joe Mazza  
Budget Committee – Ray McNamara  
Buildings and Grounds Committee – Margaret McNamara  
Cancer Bill Committee – Ken Wilson  
Communication Committee – Ray McNamara  
Insurance Committee – Ken Wilson  
LOSAP Committee – Joe Mazza  
Membership/HR Committee – Margaret McNamara  
Policy Committee - Ron Broas  
Records - Andi Broas  
Website - Andi Broas  
NYS Discovery Law – Ray McNamara

10. Request for additions to the agenda

Board members may request additional agenda items, discussion items or requests for information. This will require a motion and a second with a majority approval.

*Motion to end the meeting at \_\_\_\_\_ PM made by \_\_\_\_\_, second by \_\_\_\_\_; all in favor*