

Corporate Board Meeting
Wednesday 2/18/15
Minutes taken by Jon Davis

Meeting Start 2055 (following the Corporate Members Meeting).

Members Present: Julian Kulski, John Snow, Ellie Russell, Chris Davis, Kip Mesirow, Jon Davis. **Also attending:** John Howe, Pam Dawson (arrived during the CTO discussion)

Previous Month's Minutes

Ellie Russell moved to approve the Jan minutes, 2nd by Julian Kulski. All in favor, motion passed.

Financials

John Snow gave a briefing on the financials. The certain budget line items (such as workers compensation insurance) for specific departments will be moved into the Fire, Rescue or Corp groups. The current accounting software allows expenses to be tracked even by specific vehicle.

The overall spending year-to-date is tracking on schedule.

John Snow proposed a review of the insurance coverage and possible rebidding with other agencies in June.

Kip Mesirow made a motion to accept the financials as presented, 2nd by Chris Davis. All in favor, motion passed.

Rescue Squad Report made by John Snow with notes from Meg Modley

There has been Paramedic training at the station and several Rescue Supervisor applications have been received. The interviews for that position should start within the next few weeks. EMT payroll and budget spending are on track for the year-to-date. The District 3 standing is good. There is a newly hired Paramedic who is working to complete his probation in District 3 (he was a VT Paramedic from a different district and needs to comply with District 3 rules).

Fire Department Report by Chris Davis

The overall Fire calls are up. Rob Mullin has been teaching SCBA and other training. There was a question about Rob Mullin responding to calls at night. Chris Davis explained that responding to night calls was up to Rob Mullin and he would adjust his time within the week to avoid overtime.

New Business

John Snow proposed establishing CTO for Patrice Machavern, effective April 1. Other employees are on a CTO schedule, but Patrice had not been included. *Chris Davis moved to establish CTO for Patrice, 2nd by Julian Kulski . All in favor, motion passed.*

Chris Davis had a question about accrued CTO as a negative balance an employee could be paid for a holiday that came early within their CTO balance. Any negative CTO balance would be paid back prior to leaving CVFRS. There could also be a cap on negative CTO balances.

John Snow made a motion to add language to the CTO Policy that would allow the ability to accrue negative CTO in an employee's Account up to 40 hours credit. Once they reached 40 hours they would need to get approval from a supervisor before adding more. 2nd by Pam Dawson . All in favor, motion passed.

Chris Davis asked about approval to purchase more LED lights to retrofit the current lighting in the truck bay. This needs to come in front of the members so it was tabled.

Harassment Claim

John Snow explained that a harassment claim had been filed by Byran Labarge at the Corporate level. He suggested that the initial investigation should be handled by Mark McDermott, Ellie Russell and Julian Kulski. John asked these three members to interview Bryan Labarge, Pam Dawson and any other people involved to establish the validity of the complaint and to make a recommendation to the full Corporate Board.

John Howe disagreed with any investigation into the complaint. John Snow acknowledged John Howe's disagreement, but felt John Howe was incorrect in his interpretation of the situation.

John Snow asked for Board affirmation to move forward with the initial investigation into the Labarge harassment claim. Board members expressed their consensus that the investigation should be started.

Adjournment: *Ellie Russell made a motion to adjourn, 2nd by Kip Mesirow. All in favor.*
Meeting Ends at 2150.