

Cahaba Valley Fire & Emergency Medical Rescue District

145 Narrows Drive

Birmingham, Alabama 35242

April 10, 2024

Minutes

Roll Call- Grant Wilkinson, Alan Reyes-Guerra, Barry Clemmons, Tara Hill, Ron Coblentz

Fire Chief B. Wilks, Deputy Chief J. Yancey, Capt. R. Bradley, Capt. B. Casey

Mr. Wilkinson called the meeting to order at 6:00 pm

Adoption of the Outstanding Minutes- Mr. Reyes-Guerra made a motion to approve the minutes, Mr. Clemmons seconded, and the motion passed unanimously.

Adoption of the Agenda- Mr. Reyes-Guerra made a motion to approve the agenda, Mr. Coblentz seconded, and the motion passed unanimously.

Remarks, inquiries, and requests from citizens- None present.

Report from the Fire Chief-

- Call volume is still trending down but seems to have stabilized. Ambulance transports are down but revenue seems to be on target.
- Chief Wilks and Chief Yancey spent the day in Montgomery in February with the Joint Fire Counsel. They had a chance to speak with multiple representatives on issues concerning the fire service.
- Chief Wilks and Chief Yancey will be going to Washington, D.C. May for the Congressional Fire Service Meeting.
- ISO update- Chief Wilks has been in contact with ISO to challenge our last scoring. ISO has agreed to regrade the district. CVFD will be resubmitting information by the end of April.

Financial Report

- Capt. Bradley is working on workflow in Quickbooks to allow Mr. Wilkinson and Mr. Clemmons to approve bills online.

Committee Report

- Financial
 - Audit
 - Budget update
- Equipment
 - Update new rescue – remain on the first purchase.
- Policy
 - Salary and Leave Time- This will be revisited in the May 8, 2024, meeting.
 - Work Schedule- This will be revisited in the May 8, 2024, meeting.
 - Hose Testing- Add Pre-task safety meeting and instructions.
- PPE- PPE- Mr. Clemmons made a motion to approve the policy, Mr. Reyes-Guerra seconded, and the motion passed unanimously. 2.2- incorporate safety vests in non-

firefighting operations. 2.3- look at changing the verbiage from should be considered to a Fire Marshal Report

- Fire Marshal Report- 35 inspections completed in March, 102 violations cited and 103 of the previous violations have been corrected.

Unresolved Business

- Rex Lake Contract – Chief Wilks emailed the Rex Lake Board president with updates. Waiting on Rex Lake to contact CVFD to set a date to review the contract.
- Policy- Salary and Leave Time- Mr. Reyes-Guerra made a motion to approve the policy, Mr. Clemmons seconded, and the motion passed unanimously.
- Policy- Work Schedule- Mrs. Hill made a motion to approve the policy, Mr. Coblentz seconded, and the motion passed unanimously.
- Policy- Hose Testing- Revisit in the May 8, 2024 meeting. Address 4.1, and 4.6
- Policy- PPE- Mr. Clemmons made a motion to approve the policy, Mr. Reyes-Guerra seconded, and the motion passed unanimously. 2.2- incorporate safety vests in non-firefighting operations. 2.3- look at changing the verbiage from should be considered to a
- Resolution- Open Burning- Mr. Clemmons made a motion to approve the resolution, Mr. Reyes-Guerra seconded, and the motion passed unanimously.
- Narrows Storage- Will discuss this in the May meeting.

New Business

- Annual Dues Increase- Include an explanation in the letter that is mailed out with bills. Mr. Wilkinson made a motion to approve a 5 percent increase to fire service fees for FY25; Mr. Clemmons seconded, and the motion passed unanimously.
- Discuss Lexipol/Cordico Meeting- Capt. Casey gave a presentation and answered questions. Presented handouts. This information is for the board to review. The board wants to hear what the City of Pelham thinks about the program. What is the exit clause? How do we pay for it?
- Dunnavant Valley Oaks Property- Discussed
- NEW- Mr. Reyes-Guerra announced that he wishes to retire from the board after 23 years of service. The board will interview a candidate to replace his position.
- NEW- Capt. Casey presented information on a former employee, Anthony Kourmoulis, who contacted CVFD about a state retirement correction that needs to be made. Capt. Casey contacted the State Retirement Board who issued a service credit letter stating that Cahaba Valley Fire District owes \$4,155.28 and Anthony Kourmoulis owes \$3,055.95.

Mr. Reyes-Guerra made a motion to adjourn, Mrs. Hill seconded, and the motion passed unanimously. 8:11 p.m.

Submitted by: _____

Approved by: _____

