

Cahaba Valley Fire & Emergency Medical Rescue District

145 Narrows Drive

Birmingham, Alabama 35242

January 8, 2025

MINUTES

Roll Call-

-Grant Wilkinson, Tara Hill, Barry Clemmons, Ron Coblenz, Michael Stainback

-Chief Wilks, Deputy Chief Yancey, Captain Bradley, Captain Casey

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

Adoption of the Outstanding Minutes from December 11, 2024- RC, TH

Adoption of the Agenda for January 8, 2025, meeting- TH, BC

Remarks, inquiries, and requests from citizens- No citizens present

Report from the Fire Chief

- Operations report- 2 structure fires- one cooking fire in an apartment and one auto-aid fire with the City of Hoover.
- Annual Report- working on a formal 2024 annual report to publish in February.
- Survey for Community Meeting
- Discussed the priorities for 2025- see attached list.

Financial Report

Committee Report

- Financial- see attached report
 - Presented a list of outstanding properties that are in collections. These are extremely overdue, many by multiple years. The collections attorney has recommended filing liens on these properties. Mr. Stainback motioned filing liens on any property that owes \$1,000 or greater in backed fire service fees. Mrs. Hill seconded, and the motion passed unanimously.
 - Audit
- Equipment
 - Fire Apparatus – Review of manufacturers- Committee working through the specifications. Pierce was chosen to build the pumper.
 - Sold the old Engine 184 2004 Sterling fire engine for \$47,000 to a department in Arkansas.

- The ambulance that was ordered two years ago is scheduled to arrive in April 2025. The ambulance Shelby County ordered for us is scheduled to arrive within 12 months.
- Policy
 - Lexipol- Capt. Casey gave an update on the Lexipol progress. He showed the policy dashboard and the work that has been completed to date on updating policies.
- Fire Marshal Report
 - 315 Businesses inspected
 - 1,528 Violations Found
 - 827 Violations Corrected- Inspectors will continue to work with owners to make corrections.

Unresolved Business

- Billing Software—The billing application and database have been moved to a Cahaba Valley Fire server. The administration is testing the billing app and plans to release it to a control group for beta testing.
- Financial Plan- held for the January work session.

New Business

- Hiring one (1) new firefighter position to offset a vacancy coming in the spring
- Fire Station Contract- Presented a contract to engage an architect to draw remodel drawings for Station 181, 5487 Highway 280, Birmingham, AL 35242.
- Fire Station security camera systems have been purchased and are in the process of being installed.
- Set a work session for January 22, 2025, from 5 pm to 7 pm.

Mrs. Hill made a motion to adjourn at 7:22 pm, and Mr. Stainback seconded.

Presented

Approved