

Cahaba Valley Fire & Emergency Medical Rescue District

145 Narrows Drive

Birmingham, Alabama 35242

June 11, 2025

Board Meeting Minutes

Roll Call – Grant Wilkinson, Ron Coblenz, Tara Hill, Barry Clemmons, Bill Stainbeck

Meeting called to order at 6:00 p.m.

Staff present: Chief Wilks, Capt. Bradley, Capt. Casey

Adoption of the Outstanding Minutes- motion to approve made by Ms. Hill, seconded by Mr. Clemmons

Adoption of the Agenda- Motion to approve by Mr. Coblenz, seconded by Ms. Hill

Remarks, inquiries, and requests from citizens - none

Report from the Fire Chief

- Operations report given by Chief, 304 calls for May, busiest month since Dec 2022
- Grants – Engaged with Lexipol to. Presented information regarding the Lexipol grant program

Financial Report

Committee Report

- Financial – Capt. Bradley presented the budget report.
 - Audit- Heard from Cindy. Gaps in communications, will work on details to close out FY 2022, and will start on FY2023 once FY2022 is completed
 - Fire Dues- fire dues billing bills have been sent to the printer and could be hitting mailboxes soon.
 - New software is up and running, the new database looks to be working well. Users can interact with the new database.
- Equipment
 - Fire Apparatus -presented the cost of a potential new fire truck that the District looks to purchase. Chief Wilks presented the option of not prepaying for the engine. Capt. Bradley presented that a \$866,000 surplus is projected for FY2025. Presented that the surplus could be used to pay for the fire engine. The issue will be tabled and discussed at the July meeting.
 - Ambulance – Ambulance is still in production.
 - Brush Truck– sked unit has been designed. A quote has been received for the sked unit. Would like to have a brush truck in service by August. A motion to purchase the sked as presented was made by Mr. Clemmons. Motion was seconded by Mr. Coblenz
- Policy - Lexipol policies are progressing
- Fire Marshal Report

Unresolved Business

- Billing Software -

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- Fire Station – Engineers coming by and evaluating – Structural engineer will evaluate building on June 13, 2025
- Sign Dr. Curtis' MOU- approved last month, Dr. Curtis has purchased a vehicle
- Bear Creek Rd Development Contract – District's legal counsel is working on the contract. Counsel is working with the developer's attorney to get the final wording on the contract settled

New Business

- SAFER Grant – The Chief reported that we are applying for a SAFER grant to attempt to get 3 firefighters. Grant is 75%, 25% for the first two years, 25%, 75% year three. Motion to approve SAFER by Mr. Coblenz, seconded by Ms. Hill
- Fire Prevention Grant - \$5,000. Want to apply for a fire extinguisher training prop. This would aid in community risk reductions – apartments, festivals, etc. Motion to approve Mr. Coblenz, seconded by Ms. Hill
- Lexipol Grant Assistance Contract: \$6,750 per year for a 2-year commitment. Motion to approve by Mr. Coblenz, seconded by Ms. Hill
- Purchasing the skid unit for the brush truck for \$28,126.10 out of 5702 New Engine funds
- Grant brought up that the Board should elect officers annually for the upcoming year. This is to be done in March of each year. Officer for the Board that will remain as they are currently. Ms. Hill made the motion for officers to remain the same, seconded by Mr. Stainbeck.

Motion to adjourn made by Mr. Coblenz and seconded by Ms. Hill. Meeting adjourned at 7:37 p.m.

Presented by

Approved by