

STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

7221 Stoney Point Road, Fayetteville, North Carolina 28306-8005

Telephone: (910) 424-0694 Fax: (910) 425-2795

E-Mail spfd13@nc.rr.com

January 19, 2010

SUBJECT: Minutes of the Board of Directors Meeting January 19, 2010

The monthly meeting of the Stoney Point Fire Department Inc., Board of Directors was called to order by Chairman Brown and was let in prayer by Mr. Angus Pate at 7:45 PM. The meeting was conducted at Station 13.

A: Roll Call:

Members Present:

Daniel C. Brown	Chairman
Alan Grupy	Vice Chairman
Angus Pate	Secretary
James P. Bullard	Member
Jerry R. Hall	Member
Larry Townsend	Member
Freddy L. Johnson Sr.	Fire Chief
Freddy L. Johnson Jr.	Deputy Chief
Matthew Williams	Assistant Chief

Members Absent:

Joel Siles	Member
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B: ANNUAL/SPECIAL/PUBLIC HEARING MEETING:

1. Not Applicable

C: READING AND APPROVAL OF THE MINUTES OF THE LAST MEETING

Secretary Pate presented the minutes from the December 15, 2009 Board of Directors meeting for review and approval. Chairman Brown called for the approval of the December 15, 2009 minutes. **MOTION** A motion was made by Mr. Larry Townsend to approve the December 15, 2009 minutes as presented. The motion was seconded by Mr. Al Grupy and **APPROVED** by all members present.

D: REPORT OF THE FIRE CHIEF:

General Information: None

Guests: None¹

¹ SPFD Board Minutes January 19, 2010

Personnel:

1. Chief Johnson stated that two new members were added to our roster. Volunteer Christopher Dea a fully certified IFSAC & Pro-Board Certified Firefighter I from New Jersey stationed at Fort Bragg and a recently separated soldier Jessica Watkins started our new training program. Both had favorable back-grounds and expressed a sincere desire to join and volunteer. FF. Dea due to his certification only has to complete a small portion of our training program, whereas FF Watkins is required to complete the entire program.
2. Chief Johnson updated the board members on Engineer Wallace's Smith condition, which is continuing to deteriorate.

Vehicles:

1. Chief Johnson stated that Engine 1931 is now out of service for repairs previously mentioned.
2. He stated that during the most recent cold spell several valves froze on Brush 1341 when the vehicle was driven in the sub-freezing temperatures. 3 Valves had to be replaced.
3. Engine 1331 has a small air leak within its system and the air pressure leaks down overnight below 85 lbs causing a delay when answering a call by having to wait for the air pressure to build up in order to move the unit. We have taken the Unit to H&H Garage and they located three (3) small leaks but apparently there are more. As an interim measure and until we can locate the source of the air leaks we connected an auxiliary air compressor to the truck to maintain air pressure.
3. Chief Johnson stated that Chief Williams will present an up-date on our Vehicle/Fleet replacement plan and policy during the Committee Reports.

Grounds and Buildings:

1. Chief Johnson stated that due to the recent cold spell our heating bills for both stations ran higher than normal. The bill for station 19 almost doubled due to the cold. We also heat more square footage at 19.
2. Chief Johnson also informed the board members that the LP Gas Bay heater at station 19 had been replaced with a new unit by the builder and the new unit is working like it should be.²
3. Director Grupy inquired about changing the Bay heaters at Station 13 to a similar heating and more efficient system as at station 19. Chief Johnson stated that our low ceiling height would not support the type of heating system installed at Station 19. Director Hall asked if it was feasible to install a new system between trucks and Chief Johnson responded that

² SPFD Board Minutes January 19, 2010

the when he inquired with the builder about the bay heating issue at 13 the builder stated it would not work between trucks either. The current LP Gas Heaters at Station 13 were first installed in 1984 about 26 years ago. Chief Johnson stated he would put into our Capital Improvement plan a bay heating system for Station 13.

Fire Conditions:

1. Chief Johnson Sr. passed around the annual 2009 Fire Incident Run Report along with the Firehouse membership attendance roster for review. **(See Enclosure # 1)**

Training Report:

1. No Report³

Accreditation:

1. Chief Johnson stated that key members worked both January 14 & 15 on accreditation requirements at Station 13 and submitted a January Monthly Accreditation Meeting Minutes for everyone to review. **(See Enclosure # 2).**

E: REPORT OF THE TREASURER:

1. Treasurer Grupy presented the treasurers and financial report for review and approval.

Current Fund Balances:	As of today is \$	601,329.36	checking
	CD	\$ 150,791.13	North State Bank
	Total Cash Flow Available \$	722,268.04	Available Funds
.....			
Approved County FY 08/09 Budget	\$	768,582.00	
County Budget Funding Received YTD	\$	569,338.00	
County Budget Funding Pending YTD	\$	199,244.00	
.....			
Approved Fayetteville FY 08/09 Budget	\$	272,670.48	
Fayetteville City Funding Received YTD	\$	136,335.24	
Fayetteville City Funding Pending YTD	\$	136,335.24	
.....			
Combined City & County Approved Budget	\$	1,041,252.48	
Combined City & County Budget Received YTD	\$	705,673.24	
Combined City & County Budget Pending	\$	335,579.24	
.....			
Other Income Hope Mills	\$		
Other Income CCFCA	\$		
Other Income Miscellaneous (Sales & Fuel Tax)	\$	3,961.31	
Safer Grant Income FY 09-10	\$	126,894.60	
.....			
Total Board Funds received 08/09 to date all Sources	\$	836,529.15	

³ SPFD Board Minutes January 19, 2010

1. The Board members reviewed the monthly financial business transactions, purchase orders and bank statements for the month of **December 2009**. **MOTION** Mr. Jerry Hall made a motion to accept and approve the monthly financial transactions and treasurers report as presented by Mr. Grupy. The motion was seconded by Mr. Angus Pâté and **APPROVED** by all members present.

2. A discussion amongst the board members concerning up-coming bills and notes followed. President Brown inquired about how much of a deficit from our approved budget we could expect due to the current economic conditions. Chief Johnson stated that it was still a bit early to tell, but that sales tax in the county is down about 2 million dollars as a result of the economy. Property taxes in our county are not as critical but he stated he would monitor the situation and keep the board informed. Mr. Townsend inquired about our Federal Safer Grant and what the current percentage of re-imbusement is. Chief Johnson stated that this year we are receiving eighty percent (80%) re-imbusement for salaries for the eight (8) SAFER positions and this figure would go to fifty/fifty (50/50) next year and to a thirty (30) percent a year after next with us fully supporting all positions in year five (5).

3. Auxiliary Treasure Ms. Kathy Picon made available the auxiliary account balances ⁴

Current Auxiliary Fund Account Balance	(Non-Tax Funding)	\$	69,683.52
Current Ice/Can Trailer/Misc/Other Fund Balance	(Non-Tax Funding)	\$	3,850.22

F: REPORT OF COMMITTEE'S:

1. Policy Committee - No Report

2. **Equipment & Vehicle Replacement Committee** - Assistant Chief Williams presented to the board a draft Apparatus Life Span and replacement report and recommendation. He stated that the Apparatus Life Span and Replacement Committee has conducted several meetings and is recommending some changes within our fleet rotation program The Committee is also in the process of drafting a Standard Operating Guideline that will address our Equipment and Vehicle Replacement process and program. He stated that one of the recommendations would be to not rotate Engine 1331 & 1332 on a monthly basis as currently practiced. This even wear and tear on both vehicles will require the replacement of both vehicles almost at the same time. In order to stagger our apparatus replacement process it would make sense to dedicate one of the two apparatuses as permanent first out. This will run the mileage up while preserving the other and should get us away from having to purchase two (2) Engines at the same time in the future. A discussion followed by all members present. Chief Williams will have the final report ready for adoption hopefully by the next meeting scheduled for February 2010. Mr. Hall inquired about the number of payments that were left on the two (2) Pierces and Chief Johnson advised that we are in the process of making the 6th payments with four years remaining on the loan. The original loan was financed for ten (10) years.

3. Building & Grounds Committee - No Report
4. Small Tools & Gear Committee - Chief Johnson stated that Assistant Chief Johnson will provide a report on our Small Tools & Equipment during our next meeting in February 2010.

G: OLD BUSINESS:

1. Chief Johnson up-dated the members on the work that the Public Safety Task Force is completing and informed the membership that the Task Force is scheduled to up-date all Municipal and the County Manager on February 4th 2010 and a final briefing to all elected officials on February 16th 2010 where invitations will go out to each Fire Chief and President of each Board.
2. Mr. Larry Townsend inquired about the Mr. Joe Brown issue and Chief Johnson stated that everything was turned over to Mr. Yarborough and he has not heard anything further.
3. The Chief informed the membership that our re-inspection for our rescue certification was a success. We were recertified for seven areas - Heavy Rescue, Swift & Still Water Rescue, High Angle Rescue, Rescue Provider, Medical Responder and Wilderness Search. The Chief reminded the board members that the Auxiliary spend over \$ 10,000.00 of their funds raised during the Trail of Terror on technical rescue equipment needed for this inspection.
4. Mr. Grupy inquired with Chief Johnson Sr. about the Command Vehicle that has been at Mr. Bobby Gorman's for painting since spring last year. Chief Johnson Sr. informed Mr. Grupy that he already informed Assistant Chief Johnson to coordinate and pick the vehicle up and we would go to Web's Paint and Body Shop to complete the body work and painting and get the vehicle in service. The Command Vehicle is a 1984 Chevy Blazer 4 X 4 truck that we purchased from the Federal Surplus system.
5. Mr. Hall inquired with the Chief if a letter was written back to Mr. Martin, Cumberland County Manager concerning the county dispatch problems. Chief Johnson stated that he did send a reply back to Mr. Martin on October 17, 2009 and provided a copy of the letter to the members present. **(See Enclosure # 3)**

H. NEW BUSINESS:

1. Chief Johnson passed around copies of each Chief Officers Biography that will be posted on our web page for all members to review and comment. ⁵

2. Chief Johnson informed the members that with the vacancy created by the resignation of Assistant Chief Autry last month, he wants to recommend Captain Kevin Murphy to replace Chief Autry and requested that the board members appoint Captain Murphy as Assistant Chief. This particular position also has the additional responsibilities of Training Officer. Chief Johnson stated Captain Murphy a long time member is extremely dedicated and qualified. He stated that Captain Murphy possesses all our pre-requisites for the position and is already a Certified Fire Officer Level I and knows he has to pursue higher levels of Officer Credentialing. He stated Captain Murphy is on a sky trip and was not able to attend tonight's meeting and he would be present next month to answer any questions or concerns. Chief Johnson stated he met privately with Captain Murphy and discussed the Assistant Chief positions along with concerns and followed up with another meeting consisting of all Chief Officers and Captain Murphy. Both Deputy Chief Johnson Jr. and Assistant Chief Williams supported the action and commended Captain Murphy on his overall dedication. Several board members stated that they wanted to ask some question of Captain Murphy but would not stand in the way of his appointment in the mean time. **MOTION** Mr. James Bullard made a motion that the board appoints Captain Kevin Murphy into the vacant Assistant Chief Position as recommended by Chief Johnson Sr. The motion was seconded by Mr. Alan Grupy and with no further discussion **APPROVED** by all members present. Chief Johnson Sr. thanked the board for the appointment and on behalf of Assistant Chief Murphy.
3. Chief Johnson Sr. stated that the current order of our Chain of Command following him is Deputy Chief Johnson, Assistant Chief Williams, Assistant Chief Sean Johnson and Assistant Chief Murphy. Chief Johnson also informed the members that both Assistant Chief S. Johnson and Murphy continue to pull a weekly duty night as well as weekend duty and participate as on Call Duty Officer which is rotated amongst all 5 Chief Officer Positions. Assistant Chief Murphy's call number will be 1903.
4. Chief Johnson Sr. advised that our Biz-Hub Copier Contract was up with DeLangon Financial Group and that he would be looking into our options on the current copier. Our 4 year lease runs out on January 26, 2010. According to the contract we must provide a 60 day written notice to warrant changes. He send a written notice to the company today in order to discuss our options. We will also check with other vendors whereas there are better options available now that will further enhance our administrative capabilities. He stated that he would keep us informed.
5. Chief Johnson advised that Lieutenant Whitman was selling Station Blankets for \$ 30.00 each. Pictured on the blankets are all of our apparatuses and station patch. If anyone would like to purchase a blanket please contact Lieutenant Whitman. **(See Enclosure # 4)**⁶

⁶ SPFD Board Minutes January 19, 2010

I: CLOSED SESSION - WHEN APPLICABLE:

Not Applicable

J: ADJOURNMENT:

There being no further business, a **MOTION** was made by Mr. Larry Townsend to adjourn. The motion was seconded by Mr. Alan Grupy and **APPROVED** by all members present. The meeting adjourned at 2045 hours. The next meeting is scheduled for February 16, 2010, at Station 13.

Respectfully Submitted:

Angus R. Pate

ANGUS R. PATE

Secretary

6 Enclosures:

- 1-Fire Attendance Roster January 2010
- 2-Monthly Accreditation Meeting Minutes – January 2010
3. Letter to Mr. Martin
4. Blanket Throws
- 5-Board Member Attendance Roster January 2010⁷



January

Old Business

Committee reports (Committee Chairs)

- Policy Committee
- Apparatus Committee
- Small Tools Committee
- Web Site

New Business

Discussed monthly work session concept and format (Clouston)

Discussed accountability and monthly reporting (Clouston)

Discussed 911 issues in regards to CAD and dispatching (Johnson)

Action Items

Dep Johnson Jr will complete all necessary SOG's and develop training along with Chief Murphy. Completion date for this will be our May meeting.

Chief Johnson will complete Cat's 4 and 7 by February meeting. Personnel and Finance SOG's will be forwarded to Dep Chief Johnson for inclusion in new policy manual on new template.

Asst Chief Clouston will develop list of standard reports needed in both GIS and Firehouse by February. This list will be forwarded to Lt Johnson and Asst Chief Melvin to have standardized reports built and ready to start using by our February meeting.

Asst Chief Murphy will complete Cat 8 and all associated policy's by February. Additionally he will help Dep Chief Johnson with policy completion timelines as indicated above.

Asst Chief Melvin and Lt Johnson will work to develop standard reports and formats within Firehouse in order to facilitate development of SOC's and other information.

Captain Hanzal will complete Cat 6 along with associated policy's forwarded to Dep Chief Johnson by our February meeting.

The following is the Category assignments:

- | | | |
|-------------------|-------------------|--------------------|
| Cat 1- Clouston | Cat 5- Murphy | Cat 9- S. Johnson |
| Cat 2- Clouston | Cat 6- Hanzal | Cat 10- Johnson Sr |
| Cat 3- Clouston | Cat 7- Johnson Sr | |
| Cat 4- Johnson Sr | Cat 8- Murphy | |

Meeting
January 2010

**STONEY POINT
FIRE DEPARTMENT INC.**

Stations 13 & 19
7221 Stoney Point Road
Fayetteville, North Carolina 28306
Phone # (910) 424-0694
Fax # (910) 425-2795
Email: spfd13@nc.rr.com

Station 19 – Lake Upchurch
2190 Lake Upchurch Road
Parkton, North Carolina 28371



Daniel C. Brown
President
Al Grupy
Vice President/ Treasurer
Angus Pate
Secretary
Jerry Hall
Member
Joel A. Siles
Member
James P. Bullard
Member
Larry Townsend
Member
Freddy L. Johnson Sr.
Fire Chief

October 17, 2009

James E. Martin
County Manger, Cumberland County
117 Dick Street
Fayetteville, NC 28301

Mr. Martin,

After meeting with Director Currie and his staff, I wanted to take a moment and follow up to my earlier correspondence concerning my outlined apprehensions about our dispatch fretfulness.

I would like to summarize our meeting for you conducted with Director Currie and his staff on Wednesday October 14, 2009. At this meeting we discussed three key points in regards to the impact the dispatch center is having on Stoney Point Fire Department's efforts to gain accreditation. The specific points discussed were:

1. *Inability to notify departments within 60 seconds of a call being received for service.*
2. *Inability to accurately track down to the seconds all apparatus times that comprise the effective response force for all calls dispatched within our fire district.*
3. *Delays in dispatch of calls due to dispatch protocols.*

I also want to point out to you that Mr. Currie and his staff were very receptive to our points, and for that I want to express to you and Mr. Currie my utmost thanks. Both my Accreditation Manager and I felt that meeting was a success and we feel that there is no need to conduct follow up meeting with other county officials at this time. Director Currie emphasized many times that it was the County's intent to follow NFPA 1221 to its entirety, and that it had been adopted into policy. We were also informed that the county was seeking CALEA accreditation on the dispatch center an effort that we applaud. These facts alone show a commitment to excellence and improving the emergency services and their delivery in Cumberland County.

The specific areas of change and the dates they will be implemented that we agreed to were:

1. By November 1 start pre-alerting **all calls**. Simply this means that as soon as the call taker or dispatcher have a nature and confirm the address they will pre-alert the primary station in accordance with NFPA 1221.

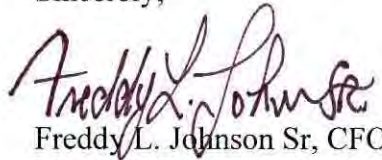
Enclosure #3 SPFD Minutes JANUARY 19, 2010

2. With the implementation of the new Computer Aided Dispatch (CAD), the tracking all units responding to an incident down to the seconds will start February 1, 2010.
3. Quality assurance will be checked for in both of these areas using reports within the new CAD and will be available for departments to use to help verify information while developing their standards of cover documents.
4. Implement cell phone technology into our dispatch protocols by text ting emergency call information to provided cell phone numbers of emergency responders.

With Mr. Currie's and his staffs leadership and vision for the future they are helping us to improve the delivery of emergency services not only to the Stoney Point Fire District but also across the entire county. This will help to make us a model of excellence for others to see and follow.

Lastly I want to thank you again for your assistance in this matter and we look forward to working with you and Director Currie along with his staff in the future.

Sincerely,



Freddy L. Johnson Sr, CFO
Fire Chief

Stoney Point Fire Department

Cc:

1 Department Accreditation File

1 Chief Clouston, Accreditation Manager

1 Director Currie, Emergency Services Director

Enclosure # 3 SPFD Minutes JANUARY 19, 2010

2009

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President (2012)	P	P	P	P	P	P	N/A	N/A	P	P	P	P
02	Alan R. Grupy - Treasurer (2012)	P	A	P	P	P	P	N/A	N/A	P	P	P	P
03	Angus Pate - Secretary (2012)	P	P	P	P	P	P	N/A	N/A	P	A	P	P
04	Joel Siles - (2010)	P	A	P	A	P	A	N/A	N/A	A	P	P	P
05	James Bullard - (2010)	P	P	P	A	P	A	N/A	N/A	A	P	A	P
06	Larry Townsend V-President (2010)	P	P	P	A	P	P	N/A	N/A	P	A	A	P
07	Jerry Hall - (2010)	P	P	P	A	A	P	N/A	N/A	P	A	P	P
08	Freddy Johnson Sr. - Chief	P	P	P	P	P	P	N/A	N/A	P	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	A	A	A	A	A	P	N/A	N/A	P	A	A	A
10	Matthew W. Williams - Asst Chief	A	A	A	A	P	P	N/A	N/A	P	A	A	P
11	Sean Johnson - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	P	P	A-E
12	Chad Autry - Asst Chief	A-E	A-E	A-E	A-E	A-E	A-E	N/A	N/A	A-E	A-E	A-E	P

P-Present - A-Absent - N/A - No Meeting Conducted A-E - Absent & not required to attend by invitation only. N/A No Meeting Vacation

2010

**BOARD OF DIRECTORS
ATTENDANCE ROSTER**

##	NAME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
01	Daniel C. Brown - President(2012)	P						N/A	N/A				
02	Larry Townsend V-President (2010)	P						N/A	N/A				
03	Alan R. Grupy - Treasurer (2012)	P						N/A	N/A				
04	Angus Pate - Secretary (2012)	P						N/A	N/A				
05	Joel Siles - (2010)	A						N/A	N/A				
06	James Bullard - (2010)	P						N/A	N/A				
07	Jerry Hall - (2010)	P						N/A	N/A				
08	Freddy Johnson Sr. - Chief	P						N/A	N/A				
09	Freddy Johnson Jr. - Deputy Chief	P						N/A	N/A				
10	Matthew W. Williams - Asst Chief	P						N/A	N/A				
11	Sean Johnson - Asst Chief	P						N/A	N/A				
12	Kevin Murphy - Asst Chief	N/A						N/A	N/A				

P-Present - A-Absent - N/A - No Meeting Conducted A-E - Absent & not required to attend by invitation only. N/A No Meeting

ENCLOSURE # 5 Board Minutes January 19, 2010