I. Call to Order – Establishment of Quorum: Commissioner Chair Purchase called the meeting to order at 5:30 pm and asked for a roll call:
   Present: David Keeney, Gina Nelson, Steve Purchase, Wyatt Ludman
   Absent: Betty Draher, Rodney Singleton

II. Request for Commissioners to be Excused: A Motion was made by Commissioner Nelson and Supported by Commissioner Ludman to excuse Commissioners Singleton and Draher from the September meeting. Motion carried with a unanimous vote.

III. Additions to the Agenda: none

IV. Approval of Minutes – After review of the minutes a Motion was made by Commissioner Nelson and Supported by Commissioner Ludman to accept the September minutes as written. Motion carried with a unanimous vote.

V. Public Comment – Agenda Items (Time Limit: 3 minutes)

VI. Review of Communications: none

VII. Comments from the Chair: Stephen Purchase asked the board and LFD staff to join him in a Moment of Silence in honor and remembrance of September 11, 2001.

VIII. Educational Presentations: none

IX. Fire Administration Report:
   Chief Mackey
   a. Retirements: BC Shawn Deprez
   b. Captain Mark Burger has officially accepted the Inspector position in the Fire Marshal division.
   c. Approval for funds received for two new Rescues (ambulances) and one Engine.
   d. Training facility: $100,000 from the sale of the City parking ramp was allocated for the Training division move to SWOC. The SWOC location is currently under evaluation for rehab and cost. A/Chief Robinson briefed the board on the history of the training center plan. The location is great but the building may be too costly to repair.
   e. Annual State of Michigan Agency License renewal audit and inspections are complete and we passed.
f. Discussed the ongoing issues with our Phillips monitors. We need a minimum of eight. A meeting is scheduled with Angie Bennet to discuss reallocating SCBA funds to replace monitors. Some are $25-30,000 per unit. The monitors should be on a replacement schedule system. Long term planning calls for replacement schedules on equipment. Commissioner Nelson commented that it is important for the council members to know the cost of this equipment.

g. Commissioner Chair Purchase requested a staffing and hiring update. Chief Mackey discussed the upcoming vacancies and recruitment strategies. We will have 10 vacancies by the end of September.

h. Commissioner Chair Purchase asked for an update on the department policy project: Chief Mackey gave an update on the new Smoking Prohibition policy and Organizational Expectation policy update. Discussion followed.

i. A/Chief Tobin: gave an update on the EMS Ops Chief position.

X. Committee Reports: None

XI. Old Business: None

XII. New Business

Commissioner Chair Purchase:

a. Discussion/Action: Council Budget Priorities Draft Memo
   i. After review and discussion of the memo, a Motion was made by Commissioner Ludman and supported by Commissioner Nelson to accept the Budget Priority Draft Memo to Council as to content. Motion carried with a unanimous vote.

b. Discussion: Vehicle Inventory
   i. A/Chief Tobin gave an overview on the inventory, age and repair status of vehicles. List given to the board is missing command vehicles, atv’s and boats. Will send a full list to the board. Discussed maintenance and repair of the vehicles. A/Chief Robinson explained the new software’s ability to track repair and maintenance.

c. Discussion: Budget Review: IT and Garage Budget Line Items

d. Discussion: Annual Report Drafting Process and Priorities. Will have a skeleton created by the Oct. mtg.

e. Discussion: Community Engagement
   i. Commissioner Chair Purchase will send an email with councils Saturday meetings.

f. Discussion: Candidates to fill open commission seats.
i. Surface names of those who know and can recommend for open seats. Send to Purchase and chief.

XIII. Commissioners Comments (General Order): No comments

XIV. Public Comment – On Any Matter (Time Limit: 3 minutes): Not comments

XV. Adjournment: A Motion was made by Commissioner Nelson and supported by Commissioner Keeney to adjourn the meeting. Motion passed with a unanimous vote. Meeting adjourned at 7:00 p.m.

MINUTES SUBMITTED BY: PATTI STARNES, LFD ADMIN SPEC. ON OCTOBER 9, 2019

APPROVED DATE: OCTOBER 9, 2019 BY UNANIMOUS VOTE