



## Ross-Augusta Fire Board Minutes November 14, 2024

The meeting of the Ross-Augusta Fire Board was called to order by chair D. Langshaw at 6 p.m.  
Meeting location Ross Township Hall.

Members present: D. Langshaw - chair, Ross Twp., A. Wiersma - secretary/treasurer, Ross Twp., V. Silkworth - vice-chair, Village, A. Ackley, Village. Absent: M. Waldorf, member-at-large. Also present were RAFD Command Staff: D. Bogema, R. Leatherman, J. Leatherman, and B. Shirley.

It was moved by V. Silkworth to approve the agenda. Seconded by A. Wiersma. Motion **Carried**.

Motion was made by V. Silkworth to approve the minutes of September, 12, 2024 as written. Seconded by D. Langshaw. Motion **Carried**.

A. Wiersma gave the treasurer's report including bills paid and payable - attached to the file. She noted that she had moved some of the categories on her spreadsheet (to make accounting easier of the different breakout items). At present no amendments are needed on the present budget. A. Ackley moved to approve the treasurer's reports as given. Seconded by V. Silkworth. Motion **Carried**.

No public comment.

### Old Business

#### Committee Reports:

- Firefighter evaluation forms were given to command staff. Each firefighter will fill out a self-evaluation then command staff will evaluate them. It was decided that all 4 command staff will meet together once interviews are completed. This gives input from all command staff on each firefighter. The Board requested this be completed by the end of 2024. Completed documents will be turned into Amanda Wiersma, secretary/treasurer, who will send the appropriate copy to each firefighter and put the evaluation in each individual's work file. It was decided that Dave Shirley did not need to be evaluated as he will be retiring at the end of 2024. Heather Sticka has been on maternity leave and will not be evaluated.
- Monthly Operation Reports - Jake Leatherman handed out copies of the monthly report. Runs are down. He gave us information on training of individual firefighters and will update at the end of the year.
- Breathing Gear Grant – Doug Bogema has met with Hickory and Delton Fire Departments and feels we are more likely to get a grant with those departments. Next committee meeting of that group is Nov. 26. **The GRANT PAPERWORK is due Dec. 20, 2024.** There was discussion on what we will do if we do not receive the grant. (Not sure when we would know in 2025 if we receive the grant) We are set until 2027 on what we presently have.

- SOP/SOG's - Rob Leatherman is the chair of this committee and will be getting started soon. It was noted that updates will be minor. He voiced concern of keeping training updates current which is a state mandate.
- Fire Equipment Needs (including fire truck discussion) - Branden Shirley is the chair. He has supplied some information (Part 1) on fire truck history. Committee is working on their list of needs and options to determine costs and financing information on a new truck, as requested by the Fire Board.
- Any Other Reports - Job Descriptions: Amanda has updated these with input from Command Staff. It was noted that the Command Staff will give input from the firefighter evaluations which will include information on performance and training and these recommendations will be turned over to the Fire Board on disciplinary/termination actions. (Rules/laws are noted in the SOP/SOG's which each firefighter received and signed when hired)
- Inter-Governmental Agreement – Finalization is in progress. Village of Augusta Board receive the 2nd draft at their November meeting and Ross Township received the Village's updates at their November meeting.
- Budget meeting (including the Fire Board and the RAFD Command Staff) was set for December 11, 2024 at 6 p.m. (per the agreement, the Fire Board has to approve the budget before it can be sent to the Village or Township boards for their approval)

#### **New Business**

- 5 Year Plan - Will be working on this in 2025. (See Fire Equipment above)
- Monthly Meetings - Further discussion after Inter-Governmental Agreement is finalized.
- Chief's Report - No additional report
- Command Staff Reports – 3 individuals have passed training recently. With 4 command staff already in position, it was recommended that with the present number of firefighters, we already have enough command staff and do not do not need the lieutenant position filled at this time.

It was suggested to purchase a trailer to store and haul some of the equipment that is presently taking Space on trucks but used seldomly. Item postponed and referred to the Equipment Committee.

**(No action taken)**

**Next Meeting - December 11, 6 p.m. Ross Township Hall.**

**Chair asked to have reports and requests in a week before a meeting so it can go out in the meeting Packet.**

V. Silkworth moved to adjourn. Seconded by A. Wiersma. Motion **Carried**.