



Beaver Emergency Services Commission

REGULAR BOARD MEETING

Wednesday, October 12, 2022 6:00 P.M.
BESC Office Viking

COMMISSION members PRESENT at commencement:

Chair Gene Hrabec, Beaver County Division 3- BESC Office

Vice-Chair Debora Dueck, Town of Tofield- Virtual

Commissioner Lionel Williams, Beaver County Division 2- BESC Office

Commissioner John Markel, Village of Holden- BESC Office

Commissioner Dale Pederson, Beaver County Division 5- BESC Office

Commissioner Nola Herrick-Wood, Village of Ryley- Virtual

Commissioner Cindy Lefsrud Town of Viking- BESC Office

ADMINISTRATION members PRESENT at commencement:

Sheila Lusk, Regional Manager- BESC Office

Barb Lehman, Financial Assistant- BESC Office

Kayla Miller, Administrative Assistant- BESC Office

GUESTS PRESENT at commencement:

Kevin Fornal, DEM, Station 5 DFC- BESC Office

1) CALL TO ORDER:

Chair Hrabec called the meeting to order at 6:00 pm.

2) ADDITIONS OR DELETIONS FROM THE AGENDA:

Add item 6.6- Update on Lakeland College Emergency Management Program

22-133 MOVED by CM Markel that the Beaver Emergency Services Commission adopt the agenda as amended.

CARRIED

3) TIMED ITEM:

See 6.2- Update Emergency Management System- Dan Schmick H&S Consultant

4) MINUTES:

4.1 September 14, 2022 Correct Motion 22-120- to change motion verbiage from "...postpone the review of policy RFPs for items 7.2, 7.3, 7.4 until BESC has appointed a permanent REM." to read "...table the financial policies for items 7.2, 7.3, 7.4 until BESC has a new REM/CAO in place who has the skill set to correct the deficiencies as outlined in the Farmer report.

22-134 MOVED by CM Williams that Beaver Emergency Services Commission accept the September 14, 2022 minutes as amended

CARRIED

4.2 October 5, 2022

22-135 MOVED by CM Wood-Herrick that Beaver Emergency Services Commission accept the October 5, 2022 minutes as presented.

CARRIED

5) FINANCIALS:

5.1 September Reconciliation Reports, 5.2 September Financials, 5.3 Aged Receivables

22-136 MOVED by VC Dueck that Beaver Emergency Services Commission accept the September Reconciliation report as presented.

CARRIED

22-137 MOVED by CM Lefsrud that Beaver Emergency Services Commission accept the September Financials as presented.

CARRIED

5.4 2023 Budget

Discussed preliminary capital and operating budget amounts for 2023.

H&S Consultant Schmick entered the meeting at 6:45 pm.

6) BUSINESS:

6.1 Junior Firefighters Program

22-138 MOVED by Chair Hrabec that Beaver Emergency Services Commission support the Work Experience program with schools in the Beaver County with the provision that the Program meets the Health and Safety requirements of BESC.

CARRIED

22-139 MOVED by CM Markel that Beaver Emergency Services Commission support the Junior Firefighters Program within the Beaver County Region with the provision that the Program meets the Health and Safety requirements of BESC.

CARRIED

6.3 RFD Emergency Management Plan Proposal

22-140 MOVED by CM Lefsrud that Beaver Emergency Services Commission accept Alternative 1 of the RFD to award the EM Plan contract to the successful proponent

CARRIED

Chair Hrabec called for a break at 6:55 pm

CM Wood-Herrick left the meeting during the break

Chair Hrabec called the meeting back to order at 7:05 pm

6.2 Update H&S Management System

H&S Consultant provided a presentation on the Health and Safety Operation Management System(HSOMS) which will replace the BESC Operational Health and Safety Management Manual 20222\.. Consultant Schmick highlighted the Board roles and responsibilities under the HSOMS.

Consultant Schmick left the meeting at 7:45 pm

6.4 BESC Organizational Structure

Not discussed. See document 6.4 in meeting package

6.5 Strategic Plan Objective 1.5- Identify policies within Board control

Board members will provide feedback on policy list at the November 2, 2022 Regular Board Meeting.

6.6 Lakeland College Emergency Management Program

CM Williams will contact the Lakeland representative about a date for a virtual meeting with the Board to discuss the program.

7) REPORTS:

7.1 Regional Manager

Regional Manager Lusk provided report of meetings and in-progress projects update.

8) UPCOMING EVENTS:

8.1 Confirm Dates for Strategic Planning Follow Up Sessions

Dates to be decided at the November 2, 2022 board meeting.

9) CLOSED SESSION:

9.1 Executive Position Staffing- FOIP 23 Local Body Confidences

22-141 MOVED by *CM Markel that Beaver Emergency Services Commission meet in Closed Session at 8:40 pm*

CARRIED

22-142 MOVED by *CM Williams that Beaver Emergency Services Commission come out of Closed Session at 9:16 pm*

CARRIED

22-143 MOVED by *CM Pederson that the Beaver Emergency Services Commission Administrative Assistant contract position be changed to a permanent position*

CARRIED

10) NEXT MEETING:

Organizational Meeting 5:30 pm on November 2, 2022 at the BESC office or at the call of the chair.

The November 2, 2022 Regular Board meeting will follow the Organizational Meeting.

11) ADJOURMENT:

Chair Hrabec adjourned the meeting at 9:36 pm

Chairman _____

Vice Chair _____

Regional Manager _____