



# Valley Fire & Rescue

28409 Huntington Road Apple Grove, WV 25502  
P.O. Box 63



## Valley Fire & Rescue General Business Meeting July 7, 2025

Member Taking Minutes: Zach Adkins

### Call to order/ Roll Call:

The president called the meeting to order with prayer and pledge of allegiance.

### Members In Attendance

- Zach Adkins
- John Tilton
- Shane Lang
- Brandon Armstrong
- John Hesson
- Davian Dowden
- Roger Bennett
- Donna Bennett
- Danny Luckeydoo
- Katrina Tilton
- Alisha Hammond

### Financial Report:

**Misc.** \$61,080.01

**Money Market:** \$70,273.72

**State:** \$45,515.81

### Old Business:

Secretary was not present to present last month's Business Meeting minutes

## **New Business:**

### **John Tilton:**

Discussion regarding recruitment

### **John Hesson:**

Working on fire prevention materials

### **Zach Adkins:**

We need a driver for this weekend's duty shift

### **Danny Luckeydoo:**

Zach gave short update on status of Rescue 26

### **Roger Bennett:**

Going to fix the hole in the ceiling in bathroom hallway

### **Brandon Armstrong:**

Ensure we are selecting first-aid or manpower on EMS assist calls when doing reports

### **Katrina Tilton:**

Discussion on recruiting auxiliary for other tasks

### **Zach Adkins:**

- SAFER GRANT
  - 10 have met training requirements. - lets get to 11 by next month
  - TIM is online and a major hold up for members currently (7 need)
  - If you don't meet the requirements, we can't give you stipends, if you don't meet the requirements by the 3-year mark, you will be removed from the department.
  - 454 stipends worth \$9,080 have been earned by 9 members so far.
  - Average of \$900 earned in 8 months.
  - Top earner is at \$2340.
- We have added [ValleyVFD.com/TV](https://www.valleyvfd.com/TV) as a private link with updates. This has been added to the meeting room and bay on continual display.
  - This is our primary source of knowledge, please ensure you are checking it frequently

- We want to ensure you have the knowledge and information you need, provide feedback if it is working or if you need changes
- Ensure you are checking your email for formal updates to policy; a reminder will be placed on the TV when an email is sent out
- Duty Weekend Schedule posted, ensure you are responding. If you are unavailable for any valid reason, reach out to an officer beforehand!
  - Thanks to our duty crews for ensuring calls are being answered – 0 missed calls during duty weekend!
  - Averaging a 10.14 minute response time on the weekends
- Each Friday of duty weekend between the hours of 0600 and 2000 hours each member assigned to duty weekend will contact the Driver/Officer for their weekend with their status.
  - Each Friday once all members have checked in, the Driver /Officer will report to the Chief the crew names for the weekend.
  - Any member not reporting in by 2000 hours will be considered not participating and not credited for the weekend. Disciplinary actions will be initiated for failure to respond.
- We have 10 qualified for the tax credit! Let's get everyone on board before it's too late! 11 more to go!
  - My goal is for 75% of members to receive this tax credit, but it will not be given, it must be earned. Let me know if I can help you earn it!
- 1<sup>st</sup> half of 2025, 15.98 minute response time!!!!!!!!!!!!!!!
- Ice Cream and Corn Hole Night – July 12 @ 1900
  - Please RSVP the day before so we can plan accordingly
- Open House July 23 5pm – 8pm
  - We need all the members we can get to pop in at various times
  - There is a to-do list on the TV of items needing done in preparation for the event – as well as who has completed each item.
- Please ensure that when mowing, you mow all of the grass. I've had to go back and finish multiple times this year, after someone said they were done. If it's grass, it needs mowed.
- We need to spread tasks more evenly for simple tasks
  - Do we prefer a list that needs to be completed and complete as available?
  - Do we prefer a list of assigned people for tasks?
  - If you see a task needing done, please complete it and not just leave it for another member to complete

- Maintenance Groups
  - Ensure your group completes your assigned truck each month.
  - Groups changed - both apparatus and members on 7/1.
  - Disciplinary action will happen for failure to participate in maintenance.
- Maintenance checks are a comprehensive check, ensure you are checking and refueling equipment, making sure it is operational, and in top shape;
  - Water boxes need to be full
  - Batteries fully charged
  - Anything dirty cleaned
  - if you find blue tape with a number take it to Nathan immediately
  - if you are unable to perform these checks alone, get someone to assist you, Brandon, Zach, Nathan are assigned to supporting you.
  - Each truck should take about 2 hours
- We need drivers:
  - contact any driving instructor to get driving time and work towards getting signed off to drive.
  - May's Driver training – no one showed up but Nathan
- As discussed in the March, May, June meetings, ESO is your responsibility. If your training is not in there, you don't have it.
  - If you need assistance with ESO let an Officer know (1 on 1's are a great opportunity for this)
  - ESO was canceled due to a training misunderstanding, contact Zach or Luke to schedule ESO assistance.
  - 2 members are still suspended due to not maintaining the training required by the West Virginia State Fire Commission. They will remain suspended until they can rectify the situation – no stipends, no tax incentive.
- We are 29 calls ahead of where we were this time last year – if this trend continues we will exceed 200 for the year
- Candice Brown has sent a survey for a PHD program, she is requesting all firefighters in the state to assist her, I have forwarded the email to your station account
- We need someone to fix the hole in the ceiling from the 2024 water line install – dry-wall in the bay

- Upcoming trainings:
  - ICS- 400 August 16-17
  - Mason Fire School registration form in the lounge
  - Live Fire Night – August 23
  - Driver Training / Officer Training – August 23
  - EVOC December 13-14 (needed every 5 years)
  - Q3 we will begin rope training for rope responders

### **2<sup>nd</sup> Reading of Bylaws**

Membership approved 2<sup>nd</sup> Reading of Bylaws, will forward to next month for 3<sup>rd</sup> reading.

### **Special Election:**

Open Lieutenant Position:

DC Janicker has submitted a letter of intent to apply for the 205 First Lieutenant Position

Membership Vote for DC Janicker: **PASSED**

**Dc Janicker has taken the open position for 205**

**Nathan McQueen:** Made a motion to adjourn the meeting

**Shane Lang:** 2nd

## Meeting Adjourned

