



Valley Fire & Rescue

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



Valley Fire & Rescue Business Meeting December 1, 2025

Member Taking Minutes: Zach Adkins

Call to order/ Roll Call:

The President called the meeting to order with prayer and pledge of allegiance at 1909.

Members In Attendance

- Zach Adkins
- Nathan McQueen
- Alisha Hammond
- Brandon Armstrong
- Dustyn Kelly
- John Tilton
- Cody Coleman
- Heather Lang
- John Hesson
- Devin Edmonds
- Davian Dowden
- Becky Ferrell
- Donna Bennett
- Roger Bennett

Public in Attendance:

- None

Financial Report:

Report from treasurer was not provided.

Old Business:

Review of New Business from last month's Business Meeting

Brandon Armstrong: Motion to accept old business **John Tilton 2nd PASS**

Zach Adkins – Rescue 26 back in service

Follow up (unresolved items):

New Business:

John Tilton:

Toys for Tots needs help with breakfast with Santa on the 13th the station and personnel need to be prepared and professional.

Zach Adkins:

- SAFER GRANT
 - 12 have met training requirements.
 - If you do not achieve 24 hours of participation each quarter you will lose that quarter's stipends.
 - 662 stipends worth \$13,240 have been earned by 12 members in year 1.
 - Average of \$736 earned in 12 months.
 - Top earner is at \$3,400.
- We have added 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
- We have only 7 qualified for the tax credit. Based on remaining in good standing for the year and 30% participation. Keep it up to stay on the list for this final month.
- 8 - under 24 participation hours for the quarter. Get with an officer if you need tasks to get yourself there.
- Ensure you are checking your email weekly

- Reminder it is your responsibility to enter your hours
- 0 participation in November Family night
- December Family Event – Christmas Dinner 12/13 @ 1800
 - Please RSVP by Friday the 5th
- Maintenance Groups
 - Ensure your group completes your assigned truck each month.
 - Reminder of DECEMBER 15 @ 1500 deadline for the month
 - We are no longer allowing our laziness to compromise the safety of our community.
 - Groups changed - both apparatus and members on 10/1 and will change again on 1/1.
 - Disciplinary action will happen for failure to participate in maintenance.
 - Assignments have been added to the TV as well as the shared drive
 - How can we improve this process and ensure our trucks are checked monthly?
- 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 – 5 Hurst found needing charged in November
 - Anything dirty cleaned – including cab, compartments, equipment
 - 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
- Need committee volunteers, email was sent out on 10/25 requesting volunteers
- Email sent 10/22 looking for help organizing 2026 family nights reminder sent on 11/30
- If we get toned, respond. They can always cancel us enroute.
- **Extreme Ownership starts now.**

You are responsible for everything in your lane. Your lane is this department. Your lane is this community. Your lane is every life we protect. Being part of this department means owning everything. Every call. Every training. Every maintenance. Every piece of gear. Every failure. Every success.
- We have ample communication routes, use them, don't put blame on others when you don't bother to come around, check your active 911, or check your email. If you are unaware of what is going on at the station, you need to look at yourself. Information is being sent, you don't care enough to see it.

- SOG and bylaw updates in progress expected Q1-26
- Duty Weekend update
 - o 13.75 minute average response time
 - o 22 responses
 - o 0 missed calls
 - o Average crew size 2.2
 - o 14 scheduled yet uncovered slots
 - o \$700 in duty stipends paid out of \$1,560 possible
- If there are any open positions after the election. We will openly accept letters of intent until filled or the next election in 2 years. If anyone is interested in development into an elected position, send Zach an email.
- We will be transitioning to First Due ASAP, we will be having training on it late in the month, once we Officers have worked out the bugs and learned how to use it ourselves. More to come.
- Please respect others time. If you have an appointment or make arrangements, follow through. If something comes up, let that person know.

John Tilton:

- Point Christmas parade is Friday line up at 1700, be here at 1600 to prepare and go. Let JT know if you want to go.

Becky Ferrell:

Discussion on Santa truck tour

1 member resigned this month

Zach Adkins:

Motion to open Election **Brandon Armstrong** 2nd.

201 – Zach Adkins

202 – Nathan McQueen

204 – Brandon Armstrong

President – John Hesson

Vice President – Roger Bennett

Secretary – John Tilton

Firefighter Board Representative - Brandon Armstrong

Zach Adkins: motion

Leave 203, 205, 206 open until someone interested submits a letter of intent. Then an election will be a new election for that position. **Heather Lang:** 2nd **PASS** 1 opposed.

Zach Adkins: motion

Close ballot. **Heather Lang:** 2nd **PASS**

Alisha Hammond: Made a motion to adjourn the meeting. **Dustyn Kelly** 2nd **PASS**

Meeting Adjourned

