



Town of Clayton  
Clayton Fire Advisory Board Agenda  
Thursday, July 25, 2024  
Clayton Fire Station One  
325 W. Horne Street

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**1. CALL TO ORDER**

**2. OPENING REMARKS**

**3. APPROVAL OF MINUTES**

a. Minutes

- March 28, 2024

*Presenter:* Heidi Holland, Town Clerk

[March 28, 2024 Minutes](#)

**POTENTIAL ACTION:** Adoption of Minutes

**4. REPORTS FROM FIRE CHIEF**

**5. OTHER BUSINESS**

**6. ADJOURNMENT**

a. Adjourn

**POTENTIAL ACTION:** Motion To Adjourn



**Town of Clayton  
Fire Advisory Board Minutes  
Thursday, March 28, 2024 at 6:00 PM  
Clayton Fire Station One  
325 W. Horne Street**

**Board Members Present:**

Jason Thompson  
Chris Carter  
Daryle Harris  
Joel Gates  
Karen Patterson  
Stacey Turner  
Jeffrey Stallings

**Staff Present:**

Michael Sims, Mayor Pro Tem  
Heidi Holland, Town Clerk  
David Ranes, Fire Chief

**Board Members Absent:**

Kristy Dean

**1 CALL TO ORDER**

- a) Chair Turner called the meeting to order at 6:11 p.m.

**2 OPENING REMARKS**

- a) Nomination of Chair and Vice-Chair  
*Presenter:* Heidi Holland, Town Clerk

Board Member Patterson nominated Chair Turner to remain Board Chair, seconded by Board Member Harris. Chair Turner nominated Board Member Thompson to serve as Vice-Chair, seconded by Board Member Gates.

**Approval of Nomination of Chair**

<b>RESULT:</b>	<b>CARRIED 7-0</b>
<b>MOVER:</b>	Karen Patterson
<b>SECONDER:</b>	Daryle Harris
<b>YES:</b>	Jason Thompson, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
<b>NO:</b>	None
<b>ABSENT:</b>	Kristy Dean

**Approval of Nomination of Vice-Chair**

<b>RESULT:</b>	<b>CARRIED 7-0</b>
<b>MOVER:</b>	Stacey Turner
<b>SECONDER:</b>	Joel Gates

<b>YES:</b>	Jason Thompson, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
<b>NO:</b>	None
<b>ABSENT:</b>	Kristy Dean

- b) Alternate To Move To Regular Seat  
*Presenter:* Heidi Holland, Town Clerk

**Motion To Approve Alternate to Regular Seat**

<b>RESULT:</b>	<b>CARRIED 7-0</b>
<b>MOVER:</b>	Daryle Harris
<b>SECONDER:</b>	Jason Thompson
<b>YES:</b>	Jason Thompson, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
<b>NO:</b>	None
<b>ABSENT:</b>	Kristy Dean

**3 APPROVAL OF MINUTES**

- a) Minutes
- January 25, 2024
- Presenter:* Stacey Turner, Board Chair

**Adoption of Minutes**

<b>RESULT:</b>	<b>CARRIED 7-0</b>
<b>MOVER:</b>	Jeffrey Stallings
<b>SECONDER:</b>	Joel Gates
<b>YES:</b>	Jason Thompson, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
<b>NO:</b>	None
<b>ABSENT:</b>	Kristy Dean

**4 REPORTS FROM FIRE CHIEF**

- a) *Presenter:* Chief David Ranese

Chief Ranese provided a department update. In the process of filling vacancies. Stacey Turner was promoted to Deputy Fire Chief of Administrator, effective this week. His new responsibilities would include serving as the emergency manager for the Town, fire and incident reporting, the public information officer for the department, ISO compliance, hiring manager, data analyst and working with strategic planning. He will work with the Communications Department and be the liaison between the fire department and communications.

Chief Ranese discussed reorganization for the department. He stated the Deputy Fire Chief position is still vacant; they would be working with an outside agency to develop a process to fill this position.

Chief Ranese stated long tenured Fire Marshal Tony Atkinson would retire June 1st of

this year. He stated it is critical to ensure the right person is hired for that position. An internal/external recruitment would be handled for this position. The goal is to have this filled before Mr. Atkinson retires.

He discussed the hiring for the position of Battalion of Training Safety. He stated this department was built on training and with the passing of Jason Dean, training took a spiral. The need for this position was identified in the reorganization. They would be working with an outside agency to conduct a process to fill this position. This position would report to the Deputy Chief of Operations. The hope is to have this position filled in the next few months. There was discussion on filling the Risk Reduction Specialist. This position would report to the Fire Marshall.

He stated this week two new firefighters started. They would go through a 2-week orientation academy to evaluate skill sets. The department is 100% staffed right now.

He stated they are heavy in budget development right now. There was further discussion on asking for further positions. There would be a request to hire six new positions.

Last week the SAFER Grant opened. This is a federally funded grant that would provide staffing for 3 years. They are working with the grant writer on this now. There is also a grant through Firehouse Subs. This grant would be used to purchase technical rescue equipment.

There was discussion on acquiring land on Hwy 42 for a possible future station. There are 7.5 acres that have been agreed to be sold to the department; a price has not yet been negotiated. The Town owns land near Loop Road and Covered Bridge Road, that would be a good location for another station.

There was discussion about Smoke Detector Saturday which would provide 54 smoke detectors to homes without them, these would be installed at no charge. There will be further information about this on social media.

There was discussion on remodeling Station 1. He stated with new positions comes the need for office space which the station is lacking. The Town's on-call architect came to see how to make the department work for the future. Discussed were the possible changes.

**5 OTHER BUSINESS**

**6 ADJOURNMENT**

- a) Adjourn

With nothing further, the meeting was adjourned at 7:15 p.m.

**Motion To Adjourn**

<b>RESULT:</b>	<b>CARRIED 7-0</b>
<b>MOVER:</b>	Jason Thompson

<b>SECONDER:</b>	Jeffrey Stallings
<b>YES:</b>	Jason Thompson, Chris Carter, Daryle Harris, Joel Gates, Karen Patterson, Stacey Turner, and Jeffrey Stallings
<b>NO:</b>	None
<b>ABSENT:</b>	Kristy Dean

Duly adopted this the 25<sup>th</sup> of July, 2024.

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Stacey Turner, Chair

ATTEST:

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Heidi L. Holland, NCCMC, CMC  
Town Clerk

March 28, 2024  
Minutes