



# Brownsburg Fire Territory

*Vigilantly Serving Our Community*

Brownsburg Fire Territory  
**SAFETY BOARD MEETING**  
Headquarters  
470 E. Northfield Drive • Brownsburg, IN 46112  
Classroom B

## **AGENDA**

Thursday, February 16, 2023  
2:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLLCALL TO DETERMINE QUORUM BY PRESIDING OFFICER
- V. CHAIRMAN APPOINTMENT
- VI. VICE-CHAIRMAN APPOINTMENT
- VII. APPROVAL OF PREVIOUS MINUTES FROM MEETING: October 11, 2022
- VIII. SAFETY BOARD ITEMS
  - Old Business
    - A. None.
  - New Business
    - A. Annual Employee Evaluations
    - B. Active Hiring List: Closure
    - C. Civilian Paramedic-to-Firefighter Process
    - D. Initiate New Lateral Firefighter Process
    - E. Initiate New Hiring List
- IX. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS
- X. ADJOURNMENT



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## Brownsburg Fire Territory SAFETY BOARD MEETING

Headquarters  
470 East Northfield Drive • Brownsburg, IN 46112  
Conference Room "C"

**MEETING MINUTES**  
Tuesday, October 11, 2022  
2:00 P.M.

### Attendees

David Cantrell, Lincoln Township Representative, Chairman

Tom Drake, Town of Brownsburg Representative

Larry C. Alcorn, Fire Chief

Tina Betuker, Recording Secretary

### **I. CALL TO ORDER**

Mr. Cantrell, Chairman for the Brownsburg Fire Territory (BFT) Safety Board ("Board"), called the meeting to order at 2:06 p.m.

### **II. PLEDGE OF ALLEGIANCE**

Everyone in attendance recited the Pledge of Allegiance.

### **III. MOMENT OF SILENCE**

A moment of silence was observed.

### **IV. ROLL CALL TO DETERMINE QUORUM BY PRESIDING OFFICER**

Roll call was taken and it was determined that quorum was met. Mr. Murphy, Brown Township Representative, was not in attendance.

### **V. APPROVAL OF PREVIOUS MINUTES – August 16, 2022**

Mr. Drake made a motion to approve the August 16, 2022 meeting minutes as presented. Mr. Cantrell seconded the motion, which passed unanimously by a vote of 2-0; votes were individually cast aloud.



## VI. SAFETY BOARD ITEMS

### Old Business

A. None.

### New Business

#### A. Promotion Request

Chief Alcorn provided the Board members with a copy of the currently active list of qualified employees under the Lieutenant and Captain Promotion Process, including updated statuses. From the currently active list of qualified employees, Chief Alcorn requested that the top three individuals listed for the position of Lieutenant be approved for consideration: Kevin Byron, Doug Joiner, and Tyler Ross.

Mr. Drake made a motion to approve the top three qualified candidates provided by Chief Alcorn to be considered for the position of Lieutenant. Mr. Cantrell seconded the motion which passed unanimously by a vote of 2-0; votes were individually cast aloud.

Chief Alcorn requested that Firefighter Doug Joiner be promoted to the position of Lieutenant. Mr. Drake made a motion to approve Chief Alcorn's candidate, Doug Joiner, for promotion to Lieutenant. Mr. Cantrell seconded the motion which passed unanimously by a vote of 2-0; votes were individually cast aloud. Chief Alcorn stated the promotion would be effective Monday, October 24, 2022. Firefighter Joiner was in attendance and thanked the Board for their consideration and approval.

## VII. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

None.

## VIII. ADJOURNMENT

Mr. Drake made a motion to adjourn. Mr. Cantrell seconded the motion. The meeting was adjourned at 2:10 p.m.

\_\_\_\_\_  
*Mr. David Tinkey, Brown Township Representative*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Mr. Don Spencer, Lincoln Township Representative*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Mr. Tom Drake, Town of Brownsburg Representative*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*ATTEST: Tina Beutker, Recording Secretary*

\_\_\_\_\_  
*Date*