



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

2190 Lake Upchurch Drive, Parkton, North Carolina 28371

Telephone: (910) 424-0694 Fax: (910) 425-2795

E-Mail spfd1301@nc.rr.com



December 17, 2024

SUBJECT: Minutes of the Monthly Board of Directors' Meeting December 17, 2024

The December 2024 monthly Board of Directors meeting of the Stoney Point Fire Department Inc. was called to order by Chairman Daniel Brown and was led in prayer by Director Joel Siles at 7:30 PM. The meeting was conducted at the principle office of the corporation Station 19.

A: Roll Call:

Board Members' Present:		Board Members Absent:	
Daniel C. Brown	Chair		
Larry D. Townsend	Vice-Chair		
Roger F. Hall	Secretary		
Gary Turlington	Treasurer		
Robert "Bo" Barbour	Member		
Jerry R. Hall	Member		
Joel A. Siles	Member		
Chief Officers Present:		Chief Officers Absent:	
Freddy L. Johnson Sr.	Fire Chief	Freddy L. Johnson Jr.	Deputy Chief
		Sean C. Johnson	Assistant Chief

B: ANNUAL / SPECIAL / PUBLIC HEARING MEETING:

N/A

C: READING AND APPROVAL OF THE MINUTES OF THE LAST MEETING:

- Secretary Roger Hall presented the minutes from our November 19, 2024, Monthly Board of Directors' meeting for review and approval. Chair Brown called for the approval of the November 19, 2024, annual and Monthly Board of Directors' minutes. Director Jerry Hall made a **MOTION** to approve the November 19, 2024, Monthly Board of Directors' minutes as presented. The motion was **SECONDED** by Director Joel Siles and **APPROVED** by all members present.



D: REPORT OF THE FIRE CHIEF:

1. **General Information:** –

1. Chief Johnson welcomed the directors to our December 2024 Board of Directors meeting and began by expressing gratitude to the board members for their attendance and participation. He acknowledged the upcoming Christmas holiday next week and anticipated that this evening's meeting would be brief in light of the festive season.

2. **Personnel:**

1. Chief Johnson stated that all our career staffing positions are filled, and our volunteer recruiting is on-going year-long. We do have new recruits to start our next class in January 2025, with several walk-ins over the last week and now pending background checks. But overall, our operational staff is in great shape.

E: Apparatus Fleets:

1. The Fire Chief provided a quick update on Truck 1351. Last Saturday December 14, a certified technician with First Alarm Testing, Inc. from Louisville, Kentucky November 7, 2024, came to station 19 and performed our annual aerial ladder testing IAW the applicable NFPA 1911 Standard. Although our aerial ladder passed the required inspection, the technician found an issue with the hydraulic Cab Lift that required immediate attention. The left bushing to the hydraulic cab lift strut is completely worn out, causing the entire cab to shift to the left. This caused damage to our Turbo Charger Air Intake Pipe as seen in the picture to the right below. New bushings have been ordered. (See Enclosure # 2 Certificate of NDT Inspection)



2. The Chief advised that he will be traveling to the North Carolina Forestry Garner Yard to inspect the surplus 5ton 2003 LMTV that has been made available for our department to pick up. Chief Johnson will inspect the apparatus on Thursday December 19, 2024, and decide while in Garner if the apparatus will be suitable for us.

3. **FY 2024 – 2025** Vehicle, Equipment Maintenance and Fuel Expenditures as of December 17, 2024, (List from Quicken) (Previous two (2) Fiscal Years for comparison purposes)

UNIT #	NOMENCLATURE	FY 22/23	FY 23/24	FY 24/25
1319	1960 American LaFrance (Antique)	26.94	6,222.29	0.00
1331	2017 Pierce Arrow-XT	13,310.97	22,477.67	41.71
1332	2004 Pierce Dash Pumper/Tanker	9,650.25	30,741.79	11,596.58
1333	1988 Pierce Dash Pumper/Tanker	4,687.60	3,201.21	809.52
1341	**1994 LMTV 2.5 Ton Brush	10,292.04	14,154.64	0.00
1351	1996 E-One 75ft Aerial Ladder	1,753.00	14,493.19	3,175.00
1362	2023 GMC Sierra 2500 HD 4 X 4	1,115.07	1,207.79	1,159.92
1371	2021 GMC Sierra 1500 4 X 4	846.60	1,504.09	0.00
1391	2023 Tahoe Cmd Vehicle (1301)	9,310.49	1,675.83	1,414.79
R-13	2017 Pierce Arrow-XT-Walk In	5,050.49	4,713.30	4,050.08
1911	2006 Pierce Dash Engine	6,767.84	23,334.95	4,192.88
1931	2004 Pierce Dash Pumper/Tanker	18,983.60	30,154.57	1,474.03
1941	Out of Service Pending Replacement	3,949.59	2,490.46	N/A
1961	1984 Chevrolet ¾ Ton Diesel-Lift Gate	918.55	457.16	151.40
1962	2024 GMC Sierra 2500 HD 4 X 4	659.21	3,709.61	1,044.83
1963	2017 – Auxiliary Support Trailer	0.00	0.00	0.00
1991	2019 Tahoe Cmd Vehicle (1303)	1,436.69	2,575.40	3,157.00
Air-19	2016 Mobile Air Trailer	0.00	51.06	0.00
Boat 1981	14” Zodiac Inflatable 25 HP	0.00	0.00	0.00
Boat 1986	19” Rescue 1 Connector Boat 50 HP	392.60	0.00	708.94
Trailers	2009 Boat Trailer Double Stack	0.00	0.00	326.17
U-Trailer	Utility Trailer (Small & Large)	393.76	0.00	0.00
Cmd Trl	2006 FEMA Trailer	0.00	0.00	0.00
MISC	RELATED VEH EXPENSES	7,897.78	3,060.99	2,175.40
	Total Vehicle Maintenance	97,443.07	166,226.20	32,747.42
	EQUIPMENT OTHER	22,094.26	29,570.96	6,372.70
	TOTAL VEH/EQUIP EXPENSES	120,137.33	195,797.16	39,119.84
	BUDGETED (\$120,000.00)			
	GASOLINE & FUELS (\$ 40,000)	46,389.69	37,095.62	13,910.53
	FY-BUDGETED TOTAL [160,000]	164,095.48	232,892.78	
	Total over / under Budget	+\$6,527.02	+\$72,898.78	

F: Building and Grounds:

1. Due to storm and hail damage our insurance company has approved the replacement of the shingles in our buildings at Station 13. Because our storage, gym and picnic shelter buildings were not initially surveyed by the various bidders there has been a delay in finalizing the project with the insurance company. With several roofing companies submitting bids, Roofing Solutions was selected to complete the work.



2. Building and Grounds Expenditure Chart as of November 19, 2024

BUILDING & GROUNDS \$\$	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Station # 13 – Building	15,565.74	35,701.43	17,040.52	13,984.36	1,858.99
Station # 13 – Grounds	2,123.52	111,335.19	2,678.44	4,548.21	5,756.21
Station # 19 – Building	15,147.35	8,902.83	10,030.46	5,219.92	2,486.13
Station # 19 - Grounds	1,533.35	11,043.19	7,436.20	1,451.16	693.03
Consumable Items	5,689.12	9,084.38	6,613.85	5,366.84	4,655.84
Maintenance Building Other	725.46	1,606.23	834.16	1,768.26	0.00
Maintenance Grounds Other	894.31	1,453.45	652.91	0.00	448.33
TOTAL PAY OUT	\$41,678.85	\$179,126.76	\$45,664.85	\$32,338.75	22,267.29

G. Fire Conditions:

- The Chief advised that this year we are continuing to answer more calls compared to last year. (See Charts below – Monthly calls by year and annual trend line chart.)

MONTH	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	159	163	139	131	146	117	127	138	169
FEBRUARY	136	141	113	110	142	97	119	103	156
MARCH	156	138	137	120	122	126	126	156	176
APRIL	139	134	130	114	072	114	125	143	167
MAY	144	120	128	128	069	96	124	154	175
JUNE	126	100	131	122	059	113	140	133	188
JULY	135	153	132	113	074	102	117	156	151
AUGUST	175	147	108	129	118	118	147	143	179
SEPTEMBER	169	120	144	143	084	122	148	151	145
OCTOBER	198	150	137	131	077	135	120	166	177
NOVEMBER	147	127	132	140	098	140	116	167	172
DECEMBER	214	138	131	152	116	123	154	188	
TOTALS	1898	1631	1562	1533	1177	1403	1563	1800	1855



- The Chief presented the monthly statistics through the end of November 2024 with 1855 incident responses. (See Enclosure #3)

H: Training Report: - We only have company training scheduled during the month of December. .



I: REPORT OF THE TREASURER:

Fiscal Year 2024 – 2025 Budget Information

1. Treasurer Gary Turlington presented the treasurer’s report and provided the current fund balance and financial information from all sources.

Balances	As of December 17, 2024,	\$	1,258,397.23	First Citizens.
	6-month CD as of 11/07/2024,	\$	221,820.23	14% of Budget
	Total Cash Flow Available	\$	1,480,217.46	Total Available Funds

	Approved County FY 24/25 Budget			\$1,143,776.00
	County Budget Funding Received YTD			\$204,018.55
	FY 21-22 County Budget Funding Pending YTD			\$939,757.45
	FY-24/25 Additional Payments above approved Budget			\$0.00

	Portable Radio Grant FY 24/25 (CCFCA) Grant			\$518,988.00
	County Fire District FY 22/23 Radion Gant R received			\$0.00
	County Fire District FY 23/24 Grant Program Pending -			\$0.00
	County Fire District FY 24/25 (SPFD) PPE Grant Program Requested			\$59,997.50
	County Fire District FY 22/23 Gant Program Received			\$0.00
	(SPFD) American Recovery Plan (ARP)			\$50,000.00
	County Fire District FY 24/25 Gant Program Received			\$50,000.00
	County Fire District FY 22/23 Grant Program Pending -			\$0.00

	Approved Fayetteville FY 24/25 Budget			\$493,334.00
	Fayetteville City Funding Received YTD			\$246,667.00
	Fayetteville City Funding Pending YTD			\$246,667.00

	Approved Town of Hope Mills Contract FY 23/24 Budget			\$ 75,000.00
	Hope Mills Budget Funding Received YTD			\$ 0.00
	Hope Mills Funding FY-2023-24 Pending			\$0.00
	Town of Hope Mills 1-time Debt Assumption Payment		\$16,451.06	Outstanding - On-Going since -2014

	Combined County / COF / & Hope Mills Approved FY 23/24 Budget			\$2,341,095.50
	Combined FY 23/24 COF / HM & County Budget Received YTD			\$450,685.55
	Combined FY 21/22 COF / HM & County Budget Pending			\$1,890,409.95
	Other Income (First Citizen Bank) -			\$140,144.62
	Other Income /Tax Refund (Sales & Fuel Tax) -			\$67,182.72
	Total Board Funds FY 24/25 YTD received ALL SOURCES			\$658,012.89

4. Treasurer Gary Turlington along with Vice-Chair Larry Townsend presented the financial transactions and the financial oversight report for the month of October 2024. After a review by all members present and with no further questions or concerns, Chairman Dan Brown called for a



MOTION to APPROVE or DISAPPROVE the presented financial files along with the oversight report for the month of October 2024. Director Joel Siles introduced a **MOTION** to **APPROVE** the financial reports as presented. The **MOTION** was **SECONDED** by Director Jerry Hall and unanimously **APPROVED** by all members present. (See Enclosure #4)

Auxiliary Account - Treasurer Tracie Johnson, via text message provided the Auxiliary Account fund balance of **\$553,792.26** as of today.

5. **Miscellaneous Firefighter Account** (Ice & Cans) - Our balance as of 12/16/2024 is **\$14,482.43** which includes a final ice deposit of \$5431.00.
6. **Firefighter Relief Fund** – Board Vice-Chairman Townsend who also serves as treasurer of the firefighter’s relief fund board advised that our current relief fund checkbook balance as of October 15, remains at **\$14,475.29** . Our current relief fund CD is up for renewal and Chief Johnson was informed by our North State Bank representative that interest rates have been reduced, however she was not able to provide the bank’s current rate. The current balance is **\$94,623.67** for a combined total of **\$109,098.96**. We received our 2024 relief fund distribution consisting of **\$13,621.37**.
7. **Child Passenger Safety Seat Account** – The Chief advised that the fund balance with TRUIST remains at **\$940.51**
8. **Station 19 Building Loan** - Vice Chair Townsend updated the members of the board and stated that the current balance on our Station 19 building loan with First Citizens Bank as of September 17, 2024, shows a principle outstanding balance of **\$385,491.97** with fifty-one (50) monthly payments consisting of **\$7,562.05** remaining.
9. **Pierce Fire Truck Loan– (\$1,400,000.00 - First Citizens Bank – Origination date 11/29/2016 with a maturity date of 03/01/2026)** – Chief Johnson Sr. reported that the outstanding commercial loan balance is **\$491,278.28**. (Annual payments are **\$159,842.49**) Chief Johnson also stated that we have one annual payment left in 2025 and a double balloon payment consisting of \$319,684.98 in 2026 to pay off the loan. We have planned to address the scheduled balloon payment in 2026.

J: REPORT OF COMMITTEES:

1. **Policy Committee** Meets Annually, next meeting is scheduled for May 2025. The policy committee did meet on May 30, 2024, for our annual review and made several recommendations.
2. **Building & Grounds Committee** - See Item F (On-going during our BOD monthly meetings).
3. **Small Tools & Gear Committee** – Meets Annually – Next Meeting is scheduled for May 2025
4. **Equipment & Vehicle Replacement Committee** - Chief Johnson Sr., stated that a special Equipment & Vehicle Replacement Committee, met on May 9, 2024. Minutes are on file. The committee voted to move to an annual meeting format. The next meeting is tentatively scheduled for May 2025.
5. **Budget Committee** (Meets Annually) The next Budget Committee meeting will be during the 2025-26 budget cycle tentatively scheduled for the month of April 2025.
6. **Safety and Health Committee** – All quarterly meeting minutes are current and on file.



K: OLD BUSINESS:

1. The Chief provided an overview of our annual department’s annual family Christmas and Awards banquet conducted on Sunday December 8, 2024, starting at 1 PM at Cape Fear Valley’s Medical Center, Education Building on Melrose Road. He advised that we had 264 in attendance, and as in past years we recognized members for years of service and outstanding performance during the 2024 calendar year. The following individuals were recognized –



2024 High Volunteer FF. Responder D. Mintz



2024 High Volunteer Officer Responder J. Belcher



2024 Jr. Firefighter of the Year – JFF. M. Brown



2024 Rookie of the Year – FF. E. Rester



2024 Auxiliary Person of the Year – Dianna Belcher



2024 Employee of the Year – Capt. M. Zamora





2024 Officer of the Year – J. Sola



2024 FF. of the Year – R. Dickinson



Cape Fear Valley Hospital Health Center – Banquet Room



Christmas Banquet Head Table

L: CLOSED SESSION - WHEN APPLICABLE:

1. N/A.

M: NEW BUSINESS:

1. The Chief passed around a re-appointment letter from the NCSFA dated November 14, 2024, re-appointing Chief Johnson Sr. to another three (3) year term on the NC Fire & Rescue Commission. Chief Johnson has served on the commission since 2012. Having served for the past twelve years, his re-appointment would run through September 2027.
2. In conclusion, Chief Johnson Sr. expressed his deepest gratitude to the members of the governing board for their unwavering support for him and the Chief Officer leadership team. He sincerely appreciated the Christmas Bonus and acknowledged the board’s dedication and service to the fire department, ensuring the financial resources necessary to fulfill our public safety mission. Looking ahead to 2025, Chief Johnson Sr. anticipates continued collaboration to maintain and enhance our services, while navigating new challenges together. He extended warm wishes for a Merry Christmas and a joyful and prosperous New Year to all board members and their families.

N: ACCIDENT/MISHAP TRACKING:

This section was created to track injuries, accidents and mishaps involving department owned vehicles, apparatuses, equipment, and real property. The chart below represents accident tracking data for the current Fiscal Year. A complete accident report prepared by the department safety officer is available and is on file for each trackable item. The chart will be updated monthly for board review.

Fiscal Year 2024 and 2025 Reportable Accidents			
TYPE OF ACCIDENT	EMPLOYEE	COSTS	REMARKS
Fiscal Year 2024			
02/14/2024 - 1931 struck a low tree limb w/damage	FFs Van-Kan / Mahdi	\$480.00	Repaired
05/05/2024 - 1962 – Jack-Knifed Trailer	Mahdi	\$1,260.00	Repaired
Fiscal Year 2025			
08-14-2024 – Damaged Bay Door	FF. Crowe	\$883.75	Repaired



O: Adjournment:

With no further business Chair Brown entertained a motion to adjourn; Director Joel Siles introduced a **MOTION** to adjourn. The motion was **SECONDED** by Treasurer Gary Turlington and APPROVED by all members present. The meeting adjourned at 1950 hours. **The next Board of Directors meeting is scheduled for Tuesday January 21, 2025, beginning at 7:30 PM at Station # 13.**

Respectfully Submitted:

Roger F. Hall
ROGER F. HALL
Secretary

Cc.

- 1 - Each Board Member
- 1 - Board File / Minutes Book / Web Page
- 1 - Accountant File Copy

5 Enclosures:

- 1. Board Member Attendance Roster
- 2. Ladder 1351 Annual Aerial Certificate of Inspection
- 3. November 2024 Fire Statistics
- 4. October 2024 Financial Oversight Memorandum
- 5. NCSFA Letter dated November 14, 2024, Re-Appointment to Fire & Rescue Commission



November 29, 2024, State Street Total Loss - Pick-up Truck Fire



2024

**BOARD OF DIRECTOR'S & PRIMARY STAFF
ATTENDANCE ROSTER**

##	NAME	JAN (16) Sta. 13	FEB (20) Sta. 19	MAR (19) Sta. 13	APR (16) Sta. 19	MAY (21) Sta. 19	JUN (18) Sta. 19	JUL (16) Sta. 13	AUG (20) Sta. 19	SEP (17) Sta. 13	OCT (22) Sta. 19	NOV (19) Sta. 19	DEC (17) Sta. 19
01	Daniel C. Brown - President (2024)	P	N/A	P	P	P	P	N/A	N/A	P	P	P	P
02	Larry Townsend V-President (2026)	P	N/A	P	P	P	P	N/A	N/A	P	P	P	P
03	Roger Hall - Secretary (2024)	P	N/A	P	P	P	P	N/A	N/A	P	P	P	P
04	Gary Turlington – Treasurer (2026)	P	N/A	Work	P	Vacation	P	N/A	N/A	P	P	P	P
05	Joel Siles (2026)	P	N/A	P	P	P	P	N/A	N/A	P	P	P	P
06	Jerry Hall – (2026)	P	N/A	Work	P	P	P	N/A	N/A	P	Work	P	P
07	Bo Barbour - (2024)	Medical	N/A	Medical	Medical	Medical	P	N/A	N/A	P	P	P	P
08	Freddy Johnson Sr. - Chief (Annually)	P	N/A	P	P		P	N/A	N/A	P	P	P	P
09	Freddy Johnson Jr. - Deputy Chief	SHP	N/A	SHP	SHP	SHP	P	N/A	N/A	P	SHP	SHP	SHP
10	Sean Johnson – Asst. Chief	P	N/A	SHP	P		Asheville	N/A	N/A	FTCC	P	P	SHP
11	Kevin T. Murphy – Asst. Chief	Excused	Excused	Excused	Excused	Excused	Excused	N/A	N/A	Excused	Excused	Excused	Excused
12	Brandon Hanzal – Asst. Chief	Excused	Excused	Excused	Excused	Excused	Excused	N/A	N/A	Excused	Excused	Excused	Excused

**P-Present - A-Absent - N/A – No Meeting Conducted A-E – Absent & not required to attend by invitation only. N/A No Meeting-
CC-telephonic conference call participation.**

- Due to summer vacations, Board of Directors meetings are not scheduled for the months of **July** and **August 2024** unless there is a pressing need or emergency.
- Except for the Fire and Deputy Chief – Assistant Fire Chief Officers are not required to attend the monthly board meetings unless directed by the Fire Chief
- The board meeting on 02/20/24 was canceled due to seasonal flu and COVID Strain that affected a quorum.

• **Enclosure # 1 Board Minutes December 17, 2024**

First Alarm Testing, Inc.

P.O. Box 20181 Louisville, KY 40250
502-593-0150

Certificate of NDT Inspection

2024 NFPA 1911

Stoney Point Fire Dept.

7221 Stoney Point Rd.

Fayetteville, NC 28306

E-One

Serial # 15130

75' Ladder

Test Date 12/14/2024

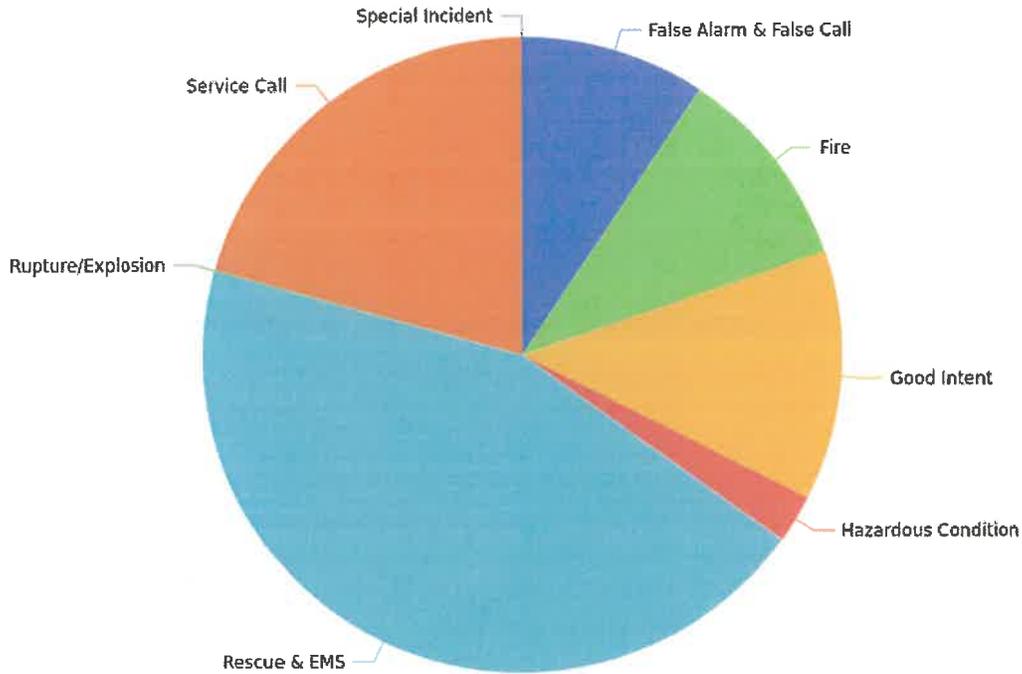
Expiration 12/14/2025


MICHAEL J. HNF, PRESIDENT
FIRST ALARM TESTING, INC.

ENC # 2



Report EOM+ Year to Date



INCIDENT TYPE SERIES NAME	MONTHLY TOTAL	YEAR TO DATE
Rupture/Explosion		1
Special Incident		1
Hazardous Condition	5	31
Fire	14	132
False Alarm & False Call	21	118
Service Call	32	260
Good Intent	42	161
Rescue & EMS	58	561
Total	172	1265

Description: Report will show total monthly calls and Year to Date data.

ENRCL # 3



STONEY POINT FIRE DEPARTMENT INC.

Stations 13 & 19

2190 Lake Upchurch Drive, Parkton, North Carolina 28371

Telephone: (910) 424-0694 Fax: (910) 425-2795

E-Mail spfd1301@nc.rr.com



December 14, 2024

MEMORANDUM FOR: Haigh, Byrd & Lambert, LLP Certified Public Accountants (CPA)

REFERENCE: Additional Internal Financial Control & Segregation of Duties

SUBJECT: Review of October 2024 Financial Transactions

In order to maintain enhanced and established internal controls including monitoring of ongoing financial and accounting principles of the Stoney Point Fire Department; in addition to the current duties performed by the Administrative Assistant to the Board of Directors and the appointed Board Treasurer, and to comply with the recommendation as outlined in a letter from Haigh, Byrd & Lambert, LLP, CPA addressed to the Stoney Point Board of Directors recommending segregation of duties and oversight, whereas the Stoney Point Board of Directors has appointed Larry D. Townsend to perform said duties.

I, Larry D. Townsend, have reviewed all financial transactions for the subject month as indicated. No discrepancies have been noted for the month of October 2024.


LARRY D. TOWNSEND
Vice President to the Board

ENCL # 4



November 14, 2024

Fire Marshal Brian Taylor
NC Office of State Fire Marshal
1429 Rock Quarry Road, Suite 105
Raleigh, NC 27610

Dear Marshal Taylor:

Chief Freddie Johnson currently represents the North Carolina State Firefighters' Association on the Fire and Rescue Commission. His term is set to expire this year. Under G.S. 58-78-1, our Association is required to submit two names for each of the positions our organization is provided on the Commission. Our Executive Board met last week concerning these nominations and voted unanimously to offer the following recommendations.

Since Chief Johnson has served in a professional and dedicated manner on the Commission over the last 12 years and has represented the interest of the North Carolina Fire Service in a professional manner, the NCSFA would like him to continue. As their **first and primary recommendation** the Board would like to nominate Chief Johnson to continue serving on the Commission for another 3 years.

As an alternate required by statute, the Board submits another individual, Tim Bradley, who is currently serving as Executive Director of the Association.

We appreciate the opportunity to provide you with these nominations and to work with your staff and the Fire and Rescue Commissioner to further the goals of the NC Fire and Rescue Community. If we can answer any questions or be of assistance, please do not hesitate to call. Since both have been nominated before, resumes should be on file. If we need to provide any further information, please let me know.

Sincerely,

Tim Bradley, CFO, EFO, FIFireE
Executive Director

cc: Freddie Johnson

ENC 45

NCSFA Officers

Chief Curt Deaton
President

Chief Steven Roberson
1st Vice President

Deputy Chief Doug
Bissette
2nd Vice President

Past Chief
Dennis Presley
Statistician

Past Chief
Jay Howell
Treasurer

Chief Todd McMurry
Western Director

Captain Scott Hackler
Piedmont Director

Chief Ronnie Hayes
Eastern Director

Chief Richard Pulley
Past President

NCSFA Office Staff

Tim Bradley,
EFO, CFO, FIFireE
Executive Director

Edward P. Brinson,
MS, EFO
Deputy Director

Dean Coward, CPA
Finance Director

Kris Wyatt, IOM
Marketing &
Conference Director

Julie Hussey
Accounting
Specialist

Daniel Berg
Project and Relief
Fund Specialist

Tabitha Breen
Marketing and
Conference Specialist

Midori Mukoyama
Administrative
Assistant