

The Board of Fire Commissioners, District #2, Gloucester Township, held a Workshop Meeting in the Chews Landing Fire Station on Tuesday, May 7, 2019 at 7:30 pm.

Chairman Genzel opened the meeting at 7:30 pm.

Roll Call: Genzel – Present Evans – Late Reichert – Present Donahue – Present Grady – Present

Also present was Administrator Robb. Commissioner Evans and Chief Millisky arrived at approximately 8:25 pm.

Administrator Robb reviewed the items on the attached agenda. There were also discussions regarding the cost of adding chest x-rays to the annual physical protocol, and the current policy regarding haz-mat runs. Commissioner Evans arrived as this discussion was being held, and updated the Board on the current policy. He also said he planned to meet with Chiefs Millisky and Cipriano in the near future to address some concerns with the policy.

Motion by Reichert, 2<sup>nd</sup> by Grady to go into closed session at 8:39 pm.

Roll Call: Genzel – Yes Evans – Yes Reichert – Yes Donahue – Yes Grady – Yes

Motion by Reichert, 2<sup>nd</sup> by Grady to end closed session at 10:15 pm.

Roll Call: Genzel – Yes Evans – Yes Reichert – Yes Donahue – Yes Grady – Yes

During closed session the Board discussed personnel issues that are still pending.

Motion to adjourn by Grady, 2<sup>nd</sup> by Evans at 10:16 pm. Motion carried.

Submitted by Administrator Robb.

  
Read and Approved: Chairman:

Clerk: 

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: May Workshop – 5/7/2019

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1. BMOB project:

- a. All bunk room work is completed and sprinkler system is operational. Thanks again to Nick Pro for his oversight of the project.

2. Office Renovation:

- a. Commission Office – asbestos tiles removed, carpet and furniture have been installed.
- b. Clerk’s Office – asbestos tiles have been removed. Sprinkler closet framing and sheet rocking scheduled for tomorrow. Carpet installation scheduled for Friday. Furniture delivery is a few weeks out. We’re working with WB Mason for possible loaner furniture.

3. Engine 88 updates:

- a. The Joint Operations Committee met on May 2, 2019 at our station. The after action report has been shared with all.
- b. The cost sharing addendum has been signed by both districts and is in effect.
- c. Some District 4 firefighters feel the light bar on Engine 88 is ineffective. There was a lengthy discussion of same at the meeting. The group decided to ask FF Procopio to obtain pricing and options for replacing or upgrading the front and side light bars and the lights on the bumper corners. A decision on what, if any, actions to recommend is pending cost information.
- d. The letter requesting business and smoke / CO inspection information was forwarded to Fire District #3. I received a follow-up call from Commissioner Jowett, who is in charge of Fire Prevention for District 3. He referred us to Robert Lenox of the Division of Fire Safety for further information. FM Young has spoken with Mr. Lenox and is awaiting his response.
  - i. Reimbursement of \$7,245.09 has been received from Fire District #4 for first quarter Shared Services cost reimbursement.
- e. The replacement of Engine 88 was also discussed at the meeting. Chairman Vannoni said District 4’s intention is to fund a replacement apparatus in 2020, with or without the grant. Chairman Vannoni said their hope is that District 2 will agree to share the cost of the grant match or the full apparatus purchase if the grant is not awarded.
- f. Our plans to install a dash camera in E88 was discussed. Comm. John Grady said District 4 is concerned that we will install the camera without an opportunity for their input. He also District 4 is opposed to the inward facing camera and the capture of audio. I told Comm. Grady that District 2 has not made any final decisions, and that I’ve been tasked with writing a draft policy for the cameras. I assured Comm. Grady that the draft would be shared with all stakeholders for review and input before any decisions are made.
- g. District 4 is going in a different direction and does plan to request the use of our bunk room for the B and C platoons. Their short term plan is to install sprinklers in the Blackwood-Clementon Road station bunk room but hold off on the 4 hour fire walls/ceiling. They also plan to approach District 3 to determine if there’s any interest in allowing the use of their bunk room.

4. The dash camera policy is still pending. I contacted Frank Conn of Wireless Communications today to request a quote for installation of the cameras so we have accurate pricing information for our discussions. Frank is going to contact the Pro-Vision representative to discuss details. For the board's information, my conversations with various department representatives reveals concerns regarding the inward facing cameras, and even more resistance to the plan to capture audio.
5. The invoice for the Fit Test maintenance contract approved at last month's meeting will be included in tomorrow night's bills. Once the payment is received by the vendor I will schedule the annual calibration.
6. Formal state approval of the budget amendment necessitated by the extension of the SAFER grant for FF Knight has been received. The extension ended on March 31<sup>st</sup>, and I submitted the final reimbursement request of \$28,876.49 for FF Knight's salary and benefits to FEMA yesterday.
7. We continue to receive a high volume of volunteer firefighter applications. One member has been accepted, two are pending physicals scheduled for May 23<sup>rd</sup> and four more are in the background investigation process.
8. The shed approved for purchase last month has been delivered and assembled on site. FF Procopio will be adding some shelving to replicate the current Boy Scout shed, after which they will transfer their stored items to the new shed. The Fire Prevention items will then be moved into the former Boy Scout's shed.
9. As approved by the Board at last month's meeting, we've engaged the services of Summit Benefit Consultants to prepare the dental benefits actuary report required for the audit by GASB 75. All required information has been turned over to their representatives, and the report should be completed in the next four weeks.
10. As approved at last month's meeting, a new network recorder for the station security system has been purchased and installed. A quote has been received from Security 21 of Deptford, NJ for the purchase and installation of four additional cameras; one to cover a blind spot in the rear of the engine room, two with views of the parking lot between the station and maintenance shop, and one to cover the office hallway for \$2,585.00. The amount is below the quote threshold, and permission will be requested tomorrow night to approve the purchase.
11. Two quotes have been received for the replacement of the station diesel fuel pump. At tomorrow night's meeting I will ask permission to award the contract to Service Station Service, Inc of Mickleton, NJ for \$3,150.00. They replaced the gasoline pump last year, and also provided the lower quote for the diesel pump.
12. At tomorrow night's meeting I will ask permission for the purchase of thirty two (32) Firedex particulate hoods from the Nat Alexander Company for \$3,680.00. The first hood order was placed last year and one particulate hood was issued to every SCBA qualified interior firefighter. If approved, this purchase will allow us to issue a second hood to each firefighter, which is considered a best practice for cancer prevention.
13. We've received a check from Gloucester Township OEM for \$808.56 as reimbursement for a Haz-Mat incident at the Kellogg's facility in Winslow Township in September of 2018. Since the incident occurred in the last budget year, the money will be deposited into the general fund.

14. Our department modems were purchased in 2015 and the warranties will expire in May of 2020. We recently experienced an issue with E88's modem that was able to be fixed by Wireless Communications. The tech recommended that we consider a replacement plan for the modems to avoid future failures and repair costs when the warranties expire. FF Giambri has obtained a quote from Wireless Communications of \$1,129.00 per unit for new modems with 5 year warranties. I plan to discuss a replacement plan with Chairman Genzel and Commissioner Evans and submit at a future meeting.
15. FF Giambri has been issued a replacement helmet due to the wear and age of his original helmet. The replaced helmet was manufactured in 2006 and is worn beyond repair. FF Giambri has requested permission to keep his old helmet as a memento of his service. If approved, I will have him sign a waiver acknowledging the helmet is not to be used for firefighting.
16. In response to our request for information regarding consolidation options, I received a phone message from Rick Richardella, the State Fiscal Monitor / Local Assistance Bureau Chief for the Division of Local Government Services for the Department of Community Affairs. I called him back today but received his voice mail. I will update the board once I speak with him.
17. As approved by Chief Millisky and Commissioner Evans, a replacement combination ladder and 50' length of 1 3/4" hose have been ordered for Ladder 82 to replace items which were removed from service as a result of ladder / hose testing.

**Closed Session:**

1. Captain's Position
2. Community Service Request