

The Board of Fire Commissioners, District #2, Gloucester Township, held a Workshop in the Chews Landing Fire Station on Tuesday, August 4, 2020 at 7:30 pm.

Chairman Genzel opened the meeting at 7:33 pm.



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

Also present were Chief Millisky and Administrator Robb.

The Commissioners discussed the topics listed on the attached agenda prepared by Administrator Robb. There was extensive discussion regarding future plans for Engine 822 and the request from the Joint Operations Committee members to appoint two commissioners each from Fire Districts 2 and 4 to serve on a fire district consolidation sub-committee.

Motion by Donahue, 2nd by Reichert to adjourn the Workshop at 8:32 pm. Motion carried.

Submitted by Administrator Robb.

Read and Approved: Chairman: 
Clerk: 

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: August Workshop – 8/4/2020

1. Joint Apparatus Purchase / Lease:
 - a. The new E88 has been ordered. Projected delivery date is May of 2021.
 - b. Request a discussion regarding the plans for E822 after the new engine is received. A possibility that has been discussed is to keep it as a shared reserve between Districts 2 and 4, to serve as a backfill when needed for Engine 88, Engine 82 or Squad 84. If District 2 and 4 are in favor of exploring this concept, I will request a meeting of the Joint Apparatus Planning Committee to discuss the details.
2. The order for the eight (8) sets of PPE approved at last months meeting has been placed with Continental Fire and Safety. Delivery is expected in early October.
3. A check in the amount of \$9,105.82 has been receive from Fire District #4 for their share of the 2nd quarter Engine 88 shared services costs.
4. The new station computer system server has been installed by our IT vendor and is working well.
5. I recently learned that Dell has a buyback program for used computers, and they've offered \$352.00 payment in exchange for six (6) desktop computers and one (1) server. All are older units which have been replaced with new units. Dell also removes all personal information from the computers. Please let me know if there are any objections to the trade-in.
6. The compressor for the air conditioner on E822 seized on Tuesday, July 21st. The compressor was replaced in June of 2019 by Runnemedede Refrigeration at a cost of \$4,500 (shared with District 4). We were told the high repair cost was the result of contaminants in the system. When contacted regarding the recent issue, Runnemedede Refrigeration said there would be no part or labor price concessions since the compressor is over a year old. An appointment was made to bring the truck there for repair on Thursday, July 23rd. Upon arrival, we were confronted by an employee asking who told us to bring the truck there, as they're backed up and would not be able to work on the truck. I spoke with the owner of the company, who said our only option may be to replace the entire system due to contamination. He did not apologize for us being told to bring the truck then, and then rudely told they'd be unable to work on it. FF Procopio has consulted with a representative of Fire and Safety Services, the authorized Pierce repair center, who said he is confident they'll be able to repair the system by flushing it out and replacing the compressor. They have ordered the compressor and valve that will need to be replaced, and will contact Nick once the parts are in and they're able to schedule the repair.
7. FEMA Grant Updates:
 - a. Keith Kemery called last week to report the additional funds requested from Congress for the FEMA SAFER Grant program has been approved. The parameters of the new grant will not be known until the Notice of Funding Opportunity is released, but there's a chance we may be able to request an extension of FF Lindell's grant, which is due to expire in February of 2022. There's also a possibility that FEMA may offer the ability to request a waiver of the grant recipient match for new or extended grants. I will update the Board as additional information becomes available.
8. All members have acknowledged receipt of the Policy Prohibiting Discrimination in the Workplace. In-person training for department supervisors, including commissioners, has been

scheduled for August 17th and August 31st (one-night sessions on separate dates). The training will be presented by Bob Hill.

9. Haz-Mat 8 program update – Commissioner Evans.
10. VFIS Insurance has approved the replacement of the metal on the front mansard of the building. There is a discrepancy regarding the cost of the repair, the resolution of which is pending discussion between the contractor and insurance adjuster. VFIS has also approved funding to paint the side mansards to match the new material. A future decision will be required regarding the color of the mansard on the shop, which will not be covered by the claim.
11. The dash cameras were installed in E82 and 8200 by Wireless Communications on July 10th. Attached to this report is a copy of the proposed Apparatus Camera Policy. I will request formal approval of the policy at next week's meeting, after which we'll work on activating the cameras.
12. As previously reported, several department members participated in a webinar regarding the drafting of an effective social media policy. The webinar was very informative, and a draft policy has been created using a template provided by the Chief Curt Varone, the webinar host. The policy is currently being reviewed by department representatives, and I'm hoping to be able to present the policy to the Board for adoption at the September meeting.
 - a. Chief Varone can provide a recorded webinar to train department members at a cost of \$4,500.00. The cost is the same for up to four departments, so we're trying to determine if any other area departments are interested in participating in the training and sharing the cost.
13. Chief Varone is presenting a three-day (5 ½ hours per day) webinar titled Drafting and Implementing Effective Fire Department Policies and Procedures on August 11, 12 and 13 at a cost of \$175.00. With the permission of the Board, I would like to register for this webinar.
14. Paychex has announced a "nominal fee increase" starting in September. The generic message did not include the exact amount of the increase, which is based on the services provided to each customer.
15. The annual inspection of our department's Hurst rescue tools was conducted on July 27th. All items passed, with the exception of the hydraulic hose on TL82. The hose was replaced last Friday at a cost of \$1,755.00. The replacement was a safety issue which could not be delayed.
16. As approved at last month's meeting, letters were e-mailed and forwarded via US Mail to Fire Districts 1 and 3, as a follow-up to the letters sent last October. No response has been received to date.
 - a. On July 15th, Chairman Genzel and I participated in a Zoom meeting with Mayor Meyer to request support of our efforts to have Fire Districts 1 and 3 participate in our shared services program. The mayor was complimentary of the accomplishments of Districts 2 and 4, and expressed support of fire district consolidation. However, he said that while he and council could likely mandate consolidation, he feels the effort will fail unless the change comes from within the fire service. The mayor also questioned the impediments to a merger of Districts 2 and 4, given the current level of cooperation. As far as shared services participation by Districts 1 and 3, the mayor said the districts are essentially autonomous entities, and he could only recommend their participation. At the conclusion of the meeting, the mayor said he would schedule a meeting of the township fire service leaders to further discuss the issue.
 - b. District 4 is also planning to send letters to Districts 1 and 3, and their representatives have requested to be involved in any future contact with the districts in the interest of presenting a united front.

17. The topic of consolidation was discussed at the Joint Ops Meeting last week. It was noted that Fire District 6 expressed interest in meeting with other districts to discuss the topic, but District 2 rejected the offer last fall. As a result of the discussion, it was decided that Districts 2 and 4 would each be asked to approve the appointment of two commissioners to form a committee to formally explore merger options.
18. The career staff negotiating team was notified in early July that the Board is interested in opening negotiations for the labor agreement, as the current agreement expires at the end of the year. I was recently advised by Captain Adomanis that they plan to present their proposal prior to next week's meeting.