

The Board of Fire Commissioners, District #2, Gloucester Township held a workshop in the Chews Landing Fire Station on Tuesday, November 2, 2021.

Chairman Genzel opened the meeting at 7:34 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

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

Also in attendance were Administrator Robb and Chief Millisky.

Administrator Robb reviewed the items on the attached agenda. The Commissioners then worked on the 2022 budget.

A motion was made by Reichert and 2nd by Evans to adjourn at 10:20pm.

All in favor, motion carried.

Submitted by Administrator Robb

Read and Approved:

Chairman: George B. Genzel
Clerk: Marionie Robb

Date: Nov 10, 2021

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Workshop – 11/2/2021

1. Shared Service Program:

- a. I had a follow-up conversation with D3 Commissioner Jowett, subsequent to his contact with Chairman Genzel. He is in support of having D3 participate in the D2/D4 Shared Services program, but is unsure if the other D3 commissioners will support it. Comm. Jowett said D3 budgeted 40-50k this year for their part-time in-house duty crew program, but said the program has not been successful. I am working in conjunction with D4 to provide Commissioner Jowett with an estimate of the costs associated with the staffing of Squad 88 and will keep the Board apprised of any developments.
- b. Development of a Joint Policy for use of the shared reserve engine is still pending.
- c. Attached for the Board's review and hopeful approval at next week's meeting are four joint policies:
 - i. General Order 21-001 regarding Squad 88 equipment placement
 - ii. Joint Operating Guideline 21-001 - Plymovent System
 - iii. Joint Operating Guideline 21-002 – Apparatus Backing
 - iv. Joint Administrative Policy 21-003 – Overtime Assignments
- d. D4 would like to meet with our Board the last week of November or the first week of December (other than Dec 1st) to discuss topics of mutual interest. If the Board agrees, please advise if there are any agreeable dates during the cited weeks.
- e. A discussion was held at last week's Joint Operations Meeting regarding Covid-19 and member vaccination status. The discussion resulted from a review of the current CDC guidelines, which provides different guidance for vaccinated vs unvaccinated persons. The group agreed there is a valid reason to request our personnel to provide us with their vaccination status so we can make an informed decision in the event of illness or close contact. The union members in attendance did not object to the concept, as long as their concerns with the manner in which the information is gathered and retained are addressed. I consulted with our labor attorney today and he said the Board is within their rights to request the information for the reasons cited. He also agreed the union has a right to ensure the information is treated with the necessary confidentiality. If the Board is in agreement, I will work with members of D4 and the union to create a joint policy on the issue that can hopefully be presented next week for approval.

2. Personnel:

- a. As requested, the New Jersey Civil Service Commission certified the top twenty candidates on our Firefighter list on October 25, 2021. The Individual Notice Date was November 1st, and the candidates have five (5) business days to respond. One response has been received so far.

3. The Motion requested at the October meeting to approve a one-year contract with Cooper University Health Care, effective January 1, 2022, at a cost to D2 of \$3,500.00 for an Employee Assistance Program was tabled without explanation. D4 passed a Motion at their October meeting to approve the contact, to include payment of one half on the contract cost (\$1,750.00). I plan to again request the Board adopt the Motion at next week's meeting.
4. **Equipment:**
 - a. As approved at the October meeting, the order for the Supervac V18 battery powered fan has been placed with Continental Fire and Safety.
 - b. At next week's meeting, I plan to request a Motion to approve the purchase of two (2) Suction Units from V.E. Ralph and Son, Inc for \$1,153.40. The units will replace the obsolete suction units on E82 and R82 (parts no longer available).
 - c. I also plan to request a Motion to authorize the purchase of three (3) Unication Voice Pagers from Tactical Public Safety of West Berlin, NJ for \$2,090.10.
5. A check in the amount of \$6,263.00 has been received from D4 for their share of the 3rd Quarter Shared Services Program costs. The breakdown was previously provided.
6. At last week's fire company meeting, there was a lengthy discussion regarding the department's Social Media and Digital Imaging Policies. The common theme is that the policies are unreasonable, have negatively affected morale, and have caused the members to defer from taking scene photographs and/or posting to social media. I'm unsure of how to address these concerns, as the Board, Chief and Company President all agreed with the need for the policies, and all reviewed and approved their content. Based on the meeting discussion I concluded there is some level of misunderstanding regarding both the intent and the content of the policies. I forwarded a copy of the Digital Imaging Policy to department members the day after the meeting with highlights to hopefully clarify some of the misunderstanding. On the technical side, the members feel the requirement to use the provided digital cameras / flash cards is cumbersome and inconvenient. Lt. Christiansen forwarded a suggestion to outfit the apparatus with Apple Ipad Touches at a cost of \$199.00 each (plus carrying case). The devices would allow members to upload photos to an Apple iCloud account that could be restricted to members only. I told Lt. Christiansen that I would forward his suggestion to the Board for consideration.
7. The final 2020-2021 LOSAP points list was posted in the station today and e-mailed to all members. By statute, members have 30 days to challenge the point totals, after which the list is considered closed. I will prepare a Resolution for the December meeting to authorize payment of the annual funds to Lincoln Financial.
8. Commissioner John Vannoni has asked that we commend Captain Giambri for his recent assistance to Chief Cipriano during the Station 84 training drill on Tuesday, October 10th.
9. Permission is requested to attend a Curt Varone Managing Disciplinary Challenges in the Fire Service webinar scheduled for December 7th to 9th (5.5 hours per day) at a cost of \$195.00. It is hoped that information and material obtained during the webinar will assist with our acknowledged need to develop a Disciplinary Policy.
10. 2022 Budget Planning....