

The Board of Fire Commissioners, District #2, Gloucester Township, held a Special Meeting in the Chews Landing Fire Station on Tuesday, October 5, 2021 at 7:30 pm.

Chairman Genzel opened the meeting at 7:33 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

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

Also present was Administrator Robb.

The Commissioners discussed the topics listed on the attached agenda prepared by Administrator Robb. There was a lengthy discussion on the topic of merging the District 2 and District 4 civil service hiring and promotional lists. At the conclusion of the discussion the commissioners decided that they are not interested in merging the lists at this time. Administrator Robb to communicate the decision to District 4 representatives.

Motion by Donahue, 2nd by Evans to go into Closed Session at 8:22 pm to discuss personnel issues.

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

Motion by Grady, 2nd by Reichert to end the Closed Session at 9:29 pm

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

Personnel issues discussed in closed session remain pending.



Motion by Reichert, 2nd by Evans to Adjourn at 9:38 pm. Motion Carried

Submitted by Administrator Robb.

Read and Approved:

Chairman:

Clerk:

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Special Meeting – 10/5/2021

1. Shared Service Program:

- a. I was advised by IAFF Local 3249 President Keith Kemery that he was recently contacted by District 3 Commissioner Tom Jowett and Chief Sean Zocali to request a meeting to learn additional details of the D2/D4 Career Staff Shared Services Program. Why they chose to contact the union as opposed to a district representative is unknown. President Kemery said he was going to have Captain Reiss meet with them to answer any questions they have. At the request of President Kemery, I forwarded to him a copy of the PPT program that was presented during our meeting with Districts 1 and 3 several months ago.
- b. Development of a Joint Policy for use of the shared reserve engine is still pending.
- c. Development of a Joint Overtime Policy is nearly complete. I will e-mail a copy to the Board for review as soon as available, with a goal of requesting approval at next week's meeting.
- d. As approved at last month's meeting, I will be placing the order for the Squad 88 T-shirts for the career staff in the near future.
- e. The New Jersey Civil Service Commission denied D4's request to cancel the promotional exam for the D4 personnel. I'm told the written test was administered this past Saturday. I'm also of the understanding that D4 is still interested in merging the lists, and would petition Civil Service to run a merged test next year if the districts are in agreement.
- f. The Hurst eDraulic ram and other items approved for purchase for Squad 88 at last month's meeting have been ordered. All of the items except the ram have been delivered.
- g. District 4 has requested a Joint Meeting to discuss the possible merger of the civil service hiring and promotional lists.

2. Personnel:

- a. The Board was copied on documents forwarded to Civil Service to formalize the promotion of FF Procopio to the Mechanic / UFD position. We're still waiting for their confirmation that same has been finalized.
- b. The retirement luncheon for Captain Adomanis was held on Friday, September 17th. I think all would agree that it was a fitting sendoff to honor and thank Al for his 31 years of service to our department. Thanks to the Board for their financial support of the luncheon and for those who were able to attend.

3. Training:

- a. Fire District 4 is hosting a two-day Fire Officer Leadership and Supervisory Training Program on November 6th at 7th at the Camden County Fire Academy The cost of the

training is \$200.00 per person, but District 4 is not charging for members of the career staff who attend. I've requested registration spots for Captain Giambri (available for one day only) and FF's Procopio, Knight and Foley. It's unknown if all will get in due to limited class size (20 students). I believe Chief Millisky is handling registration for members of the volunteer staff interested in attending.

- b. Fire Marshal Young will be attending the annual IAATI Conference in Atlantic City this Wednesday, Thursday and Friday.
 - c. FF's Foley, Comisky and Pozniweski will be attending a Paratech University class in Virginia on Monday and Tuesday of next week.
4. TL82 was transported to Seagrave Sales and Service on Monday, September 27th, for replacement of the damaged cradle and some other work. The truck is tentatively scheduled to return this week.
 5. The new Toughbook computers for E82 and R82 have been delivered and will be installed in the rigs in the near future.
 6. Our computer vendor was here on September 17th and installed the new desktop computers for Chief Millisky and Captain Giambri, and downloaded the new Quickbooks software on mine and Marianne's computers.
 7. Our annual 9/11 Remembrance Ceremony was held on Saturday, September 11th. The event was well attended, and I think we accomplished our goal of holding an appropriate ceremony to honor all those who lost their lives on that day 20 years ago. Thanks to all who attended, and a special thanks to Commissioner Reichert for his assistance with planning the event.
 8. The Local Finance Board is requiring Boards of Fire Commissioners to adopt a Resolution annually to approve the stipends paid to commissioners. The stipends must also be approved by the municipal governing body. With the assistance of Solicitor Carlamere, I've prepared a Resolution that will be presented at next week's meeting for adoption. Solicitor Carlamere will then present the Resolution to the Gloucester Township Council at their next meeting for approval. We will be required to affirm the process was followed during the 2022 budget adoption process.
 9. Solicitor Carlamere has submitted a letter requesting to be retained as the fire district solicitor for 2022. He is also requesting an increase in his retainer from \$4,300.00 per year to \$4,800.00 per year.
 10. Based on a recommendation from Chief Harkins of the Gloucester Township Police Department, I solicited a quote for an Employee Assistance Program from Cooper University Health Care. They've provided a quote of \$3,500.00 per year for up to 50 employees. The plan covers both employees (career and volunteer) and immediate family members, and provides a variety of services. Included in the plan are five sessions per year / per employee / per event. After five sessions the cost is submitted to the employee's health insurance carrier. I've discussed the plan with D4 Commissioner John Vannoni, and he is interested in participating, which would reduce the cost to \$1,750.00 per district / per year. A copy of the proposal was forwarded to the Board for review today. If all are in agreement, I will request a Motion at next week's meeting to approve the contract for 2022.

Closed Session:

1. Captain Young retirement / Captain position / Fire Official position / New Hire
2. Current Civil Service list closeout
3. Fire Company Disciplinary Issue