

The seven hundred and seventy ninth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, July 13, 2022.

Commissioners present were: Genzel, Reichert, Evans and Donahue . Also in attendance were Solicitor Dave Carlamere, Administrator Robb and Chief Millisky.

Chairman Genzel opened the meeting at 7:00 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act and advertised as such.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-no, Donahue-yes

A motion was made by Evans and 2nd by Donahue to accept the minutes of the previous meeting.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Donahue-yes

Chief's Report: Chief Millisky provided updates on departmental training, membership percentage letters being sent to 3 members, the delivery of the new treadmill purchased with the SAFER money, the handling of a blue light issue and thanked all of the members who participated in the area 4th of July parades.

Commissioner Grady arrived at 7:12pm.

Administrator's Report: Admin Robb reviewed the attached agenda and provided some additional information on the captain's test.

Solicitor's Report: None.

Group Report: "A" Building Maintenance, Park (K. Donahue) None

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reviewed the fire prevention report submitted by Captain Giambri.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans provided updates on the boat repairs and discussed options for replacing the tower ladder as a refurbished piece as compared to ordering all new. Refurbished would include a new body and engine but with the old tower ladder installed.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm. Grady apologized to all for his late arrival.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel reported that his discussions will be handled in closed session as they pertain to personnel.

Old Business: None

New Business: A motion was made by Donahue and 2nd by Grady to approve the bills presented for payment this evening in the amount of \$112,309.35.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Donahue and 2nd by Grady to accept the receipts presented this evening in the amount of \$1,529.76

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Genzel and 2nd by Reichert to approve the bachelor degree stipend to FF Lindell at the contracted fee of \$1,200.00 per year.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Genzel and 2nd by Evans to authorize Admin Robb to provide the civil service commission with the necessary documents to authorize eligible employees to take the Fire Captain test.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

A motion was made by Evans and 2nd by Reichert to authorize a change of Squad 88 fueling from Station 82 to the Gloucester Township Public Works facility, pending approval of GTFD #4.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

Good of the District: Comm. Evans thanked the firefighters who responded to the Glendora house fire. Comm. Donahue mentioned possible starting the planning for our annual 9/11 memorial ceremony. Admin Robb commented that typically Chief Harkins of the GTPD reaches out for planning purposes. Comm. Donahue mentioned that budget preparations will be here before we know it and that everyone should start thinking about it.

A motion was made by Reichert and 2nd by Donahue to go into closed session at 7:42 pm to discuss personnel issues.

Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

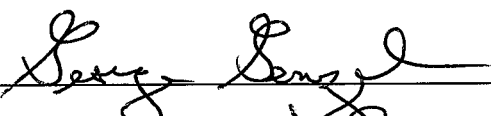
During closed session the board discussed the Fire Chief position and a part time fire inspector. Topics discussed remain pending.

A motion was made by Reichert and 2nd by Grady to go back into open session at 8:26pm.

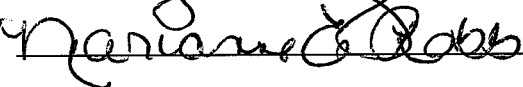
Roll Call: Reichert-yes, Genzel-yes, Evans-yes, Grady-yes, Donahue-yes

There being no other business a motion was made by Reichert and 2nd by Donahue to adjourn at 8:27pm. All in favor, motion carried.

Read and approved:

Chairman: 

Submitted:

Clerk: 

Date: Aug 19, 2022

TO: Board of Fire Commissioners

From; Bill Robb – Administrator

RE: Meeting – 8/10/2022

Closed Session – Personnel issues.

1. Shared Service Program:

- a. The dash camera for Squad 88 was installed today. Development of the joint policy is still pending but will be prioritized.
- b. The web-based Iron Compass mapping program has been purchased and is in the process of being downloaded to the apparatus computers by Captain Giambri, who will also be training department members at the company drill next Monday.
- c. D3 forwarded a voucher for the 2nd quarter Squad 88 shared service costs, and Commissioner Tarves said the check will be forwarded this week.
- d. Payment in the amount of \$6,429.00 has been received from District #4 for the 2nd quarter Squad 88 shared service costs, per the breakdown provided at last month's meeting.
- e. As approved by both districts, the fueling location for Squad 88 has been changed to the Public Works garage.
- f. I have notified District 4 representatives that three, possibly four of our commissioners are available to meet with them on Wednesday, September 7th. Please let me know of any requested topics for discussion so I can add them to the agenda.

2. Policies:

Request a Motion authorizing approval of the following policies, which were forwarded to the Board two weeks ago for review:

- a. District 2 Standard Operating Guideline 22-01 Personal Vehicle Response – Blue Lights. Already approved by Chief Millisky.
- b. Joint Administrative Policy 22-002 Digital Imaging – policy was previously approved, requesting approval of Appendix B regarding district photographers.
- c. Joint Administrative Policy 22-003 Shared Services Committee

3. Personnel / Training:

- a. I'm pleased to report that FF Knight and FF Lindell have passed the written Fire Officer 2 test.
- b. A Traffic Incident Management training class was held in our banquet hall on Saturday, July 23rd from 8am to 12 noon. The class was well attended, with a total of 32 students, including 10 from our department.
- c. Captain Giambri has requested permission to participate in an online training program titled Leadership Under Fire. The class runs on Tuesday evenings from September 13th through November 15th, with a cost of \$775.00. Chief Millisky has approved the request, and I plan to register Captain Giambri for the class, barring any objections.

- d. As approved by the Board, Kenneth Young has been hired by the district as a part-time Fire Prevention Specialist, with a start date of Monday, August 1st. Ken's normal work schedule for now is Monday, Tuesday and Thursday from 8:00am to 4:00 pm, subject to change based on work obligations. I have made the necessary entry in the New Jersey Civil Service County and Municipal Personnel System (CAMPS) to document his employment and title.
4. I have exhausted all reasonable efforts to contact representatives of the Board of Elections without success.
5. On Monday, July 18th I participated in a TEAMS remote meeting with representatives of the Camden County fire service and First Due incident reporting software. We had a productive discussion regarding our reporting needs, but no timeline was provided for development of the custom reports.
6. The computer equipment previously declared obsolete by the Board was delivered to the Unforgotten Haven last week. They were very appreciative of the donation, and posted a nice thank you on their Facebook page.
7. **Request approval of attached Resolution 22-20, authorizing the purchase of two (2) Panasonic CF33 Toughbook computers from Wireless Communications of W. Berlin, New Jersey for the state contract price of \$8,965.00.**
8. **Request a Motion authorizing the purchase of three (3) Dell Optiplex 7000 desktop computers from Dell Marketing LP of Round Rock, Texas for \$3,377.47, per the attached quote.**
9. As a result of the annual audit of our Worker's Compensation Insurance policy, we've received a refund of \$5,320.00 from Benchmark Insurance Company.
10. The annual check of member driver's licenses has been completed with no issues found.