

The seven hundred and seventy eighth meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, June 8th, 2022

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

Vice Chairman Evans 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 having been advertised as such.

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

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

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

Chief's Report: Chief Millisky reported that we had five members of the department attend the Relief Association meeting. The department is looking to possibly purchase one last set of PPE with the SAFER money. Chief Harkins has requested the department to set up some ASHE training in light of the Uvalde incident and a discussion was held regarding attendance at some of the drills for the schools. Comm. Evans suggested a rotation and recommends attendance at the lockdown drills.

Administrator's Report: Admin. Robb reviewed the attached agenda.

Solicitor's Report: None

Group Report: "A" Building Maintenance, Park (K. Donahue) Comm. Donahue mentioned that on his way into the station this evening he noticed some issues with the brick façade of the station on the office side of the building and asked that it be inspected and addressed by the fire company trustees.

Group Report: "B" Fire Prevention, EMS (J. Reichert) Comm. Reichert reviewed FO Giambri's report noting the inspections completed and monies generated including Gloucester Township Day permits.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm. Evans reported that the equipment for Squad 88 has been ordered and that the boat is OOS for a motor repair. Comm. Donahue would like to discuss the future of the boat at a later date.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) None

Group Report: "E" Training, Personnel, Office (G. Genzel) In the absence of Chairman Genzel, Vice Chairman Evans reported that a proposal from Local IAFF 3249 was received just this afternoon. The proposal will be reviewed by the board members and brought up at a later date.

Old Business: A motion was made by Evans and 2nd by Donahue to approve Joint Admin Policy 22-002 regarding the updating of the digital imaging guidelines.

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 \$61,757.37.

Roll Call: Reichert-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 \$461,251.20.

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

A motion was made by Grady and 2nd by Reichert to approve the upgrade to the Iron Compass mapping web based system at a cost of \$1,500.00 per year.

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

A motion was made by Donahue and 2nd by Reichert to approve the quote from George Coulter Plumbing for the sprinkler system repairs at a cost of \$2,200.00

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

Resolution 22-019 was made by Evans and 2nd by Reichert approving the donation of various obsolete computer equipment as listed to the Unforgotten Haven of Blackwood, NJ a 501(c)3 non-profit organization.

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

A motion was made by Grady and 2nd by Donahue to schedule a special closed session meeting for Monday June 20th at 7:00pm to discuss the Fire Official and Fire Chief positions pending availability of Chairman Genzel.

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

Good of the District: Comm. Grady commented that at a recent call-members were responding but left in station because all of the drivers were on the same responding truck. Comm. Reichert commented that almost every week there are reports of accidents involving fire apparatus noting that we all need to be very careful when operating the apparatus. Comm. Reichert also reported that Chief Harkins has appointed him as a member of the committee for the upcoming 100th Anniversary of the Gloucester Township Police Department. Comm. Evans reported that on Tuesday there will be a NJ State Emergency Management meeting for about 50 people in the banquet hall starting at 7:00pm

There being no other business a motion was made by Grady and 2nd by Reichert to adjourn at 7:52pm. All in favor, motion carried.

Read and approved:

Chairman:

George H. Genzel

Submitted:

Clerk:

Marionette Pabb

Date:

7/13/22

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE: Meeting – 6/8/2022

1. Shared Service Program:

- a. The dash camera for Squad 88 has been ordered. The \$474.00 purchase price and the \$275.00 installation cost will be shared equally with District 4. Development of the joint policy is still pending.
- b. Captain Giambri has learned from the owner of Iron Compass that a new web-based version of their mapping program is available. The current program requires updated data to be manually uploaded to each department MDC. In addition to enhanced mapping features, the new program would also upload changes to all computers via the internet. The cost of the current subscription is \$2,350 per year, while the web-based system would cost only \$1,500 per year. If District 4 agrees, the system could also be shared with them, reducing the annual cost to \$750.00 per district. Even if District 4 decides not to participate, we will still have an improved product for \$850.00 less than the current subscription. **Request a Motion authorizing a switch to the new web-based platform offered by Iron Compass for \$1,500.00 per year.**

2. Policies:

- a. The updated Leave Time Joint Policy is still pending.
- b. As previously communicated, Administrative Policy 20-5, Digital Imaging, has been converted to a Joint Policy that, if passed, will be applicable to both Fire Districts 2 and 4. The primary change is a narrowing of the scope so the policy will apply to the volunteer staff only when engaged in activities that fall under the supervision of the Board of Fire Commissioners, consistent with the language in Title 40 and the Memorializing Resolution adopted last month. A paragraph was also added regarding digital images taken by the Fire Official and Fire Inspectors, with the remaining language mostly unchanged. **Request a Motion to approve the attached Joint Administrative Policy 22-002, Digital Imaging.**

3. Personnel / Training:

- a. The FOII test results for Captain Giambri, FF Knight and FF Lindell are still pending.
- b. FF Foley took the Fire Inspector test last Saturday. The results are pending.
- c. The previously approved Supervision and Leadership class will be held at our station on Saturday, June 25th and Sunday, June 26th. Payment for the registered Camden City FD members is still pending.
- d. A date for the Traffic Incident Management training class with D4 is still pending.
- e. Request the scheduling of a Special Meeting next week to discuss future plans for the Fire Official and Fire Chief positions, to include a discussion regarding the informal IAFF proposal for the creation of a joint Fire Official / Battalion Chief position.

4. We have still not received a response to our letter, calls and e-mails sent to Donna M. Robinson Taylor, Chairperson of the Camden County Board of Elections, Deputy Camden County Clerk

John Schmidt or Commissioner Joe Ripa. I sent another e-mail yesterday, requesting a response by close of business today. I spoke today with Assemblywoman Mosquera, who agreed to assist with contacting someone from the Board of Elections.

5. Payment in the amount of \$13,527.80 has been received from the State of New Jersey for our approved FEMA Covid expense reimbursement. The \$2,254.80 owed to District 4 for previously reimbursed costs will be paid during our quarterly shared service cost reconciliation.
6. Office lobby security upgrade: I obtained the attached Aiphone quote from the vendor who installed the card reader for the new doors. The cost for a video phone system that would allow the doors to be remotely unlocked is \$2,395.00 for two offices and \$4,345.00 for four offices. I've discussed this with Captain Procopio and Marianne and we're exploring less expensive options. For now, we may end up just moving the buzzer button to the lobby and opening the door manually for visitors.
7. The requested update to the fire prevention information on the township website is still pending. I spoke with Gabby Mosquera in the Mayor's Office today, and she agreed to check on the status of the changes.
8. The certified firefighter list that was obtained from NJ Civil Service on November 21, 2021 expired on April 25, 2022 and has been closed out. Should a decision be made to move forward with the hiring of an additional firefighter we will need to request a new certification.
9. We received our 2nd quarterly fire district tax payment from the township, and I noted the amount has not changed. I spoke with the Christy Erica in the township tax office and she said the increased revenue would not take affect until the 3rd quarter check, as revised tax bills go out on July 1st.
10. As discussed at last month's meeting, there is a need for repairs to the valve box for the memorial garden lawn sprinkler. Captain Procopio obtained a quote of \$2,200.00 from George R. Coulter Plumbing of Marlton, NJ for the repair. **Request a Motion to accept the quote.**
11. **Request approval of the attached Resolution 22-019 for the removal of several items of obsolete computer equipment, which are to be donated to the Unforgotten Haven of Blackwood, NJ, a 501(c)3 non-profit organization.**