

The seven hundred and ninety first meeting of the Board of Fire Commissioners, District #2, Gloucester Township was held in the Chews Landing Fire Station on Wednesday, July 12th, 2023

Commissioners present were: Genzel, Reichert, Evans, Donahue and Grady Also present were Administrator Robb and Solicitor Carlamere.

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 having been advertised as such.

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

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

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

Chief's Report: Absent

Administrator's Report: Admin Robb reviewed the attached agenda adding the shared services financial breakdown and Comm. Reichert noted we need to address the social media account access issues.

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 provided by FO Young and asked the Board for any ideas on different events to add to our fire prevention open house and reporting that National Night Out is August 1 with fireworks.

Group Report: "C" Apparatus & Equipment (R. Evans) Comm Evans reviewed the report provided by Capt. Procopio providing updates to Squad 88 and the repairs that were needed after the DEF fuel issue, repairs to E82 resulting from the January crash, the progress on the new tower ladder and various other maintenance and repairs completed during the month.

Group Report: "D" Insurance, Hydrants, Radios & Uniforms (L. Grady) Comm Grady took the opportunity to thank Admin Robb for his coordination of the health benefits options and presentations.

Group Report: "E" Training, Personnel, Office (G. Genzel) Chairman Genzel will have his items addressed in closed session as they deal with personnel issues.

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 \$114,443.56

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

A motion was made by Donahue and 2nd by Reichert to accept the receipts presented this evening in the amount of \$1,495.58

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

A motion was made by Evans and 2nd by Reichert authorizing the acceptance of Joint Operating Guideline 23-02 regarding Incident Response/Response Priority

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

A motion was made by Evans and 2nd by Reichert authorizing the approval of Joint Administrative Guideline 23-02 regarding Social Networking.

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

A motion was made by Evans and 2nd by Grady to approve Joint Tactical Consideration Document 23-01 Post Fire Decon.

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

Good of the District: Comm. Reichert questioned if the location of shift change would be returning to Station 82-Admin Robb noted that no one from the career staff has mentioned anything about making a move but that he can put it on the agenda for the shared services meeting. Comm Evans thanked Admin Robb and Capt. Procopio for all their efforts in facilitating the sale of the old tower ladder and FF Piepszowski for the photo documentation of the event. Comm Grady reported seeing an advertisement for a "Life Vac" an item that could be used for choking victims- a type of plunger that goes over the victim's mouth to remove lodged items in the throat. Capt. Procopio noted that as an EMT the device would have to be approved by the state as a medical device to be considered for purchase.

A motion was made by Reichert and 2nd by Evans to go into closed session at 7:47pm to discuss personnel issues.

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

A motion was made by Donahue and 2nd by Evans to go back into open session at 8:18pm

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

Discussion held during closed session on personnel issues are still pending.

There being no other business a motion was made by Donahue and 2nd by Evans to adjourn at 8:19 pm All in favor, motion carried.

Read and approved:

Chairman: Sevgen Genzel

Submitted:

Clerk: Marion C Robb

Date: 8/16/23

TO: Board of Fire Commissioners

From: Bill Robb – Administrator

RE Meeting – July 12, 2023

1. Shared Service Program:
 - a. The June meeting of the Shared Services Committee was cancelled. The next meeting is scheduled for July 20th at 7:00 pm at our station.
 - b. A meeting between Chairman Genzel and D4 Commissioner Vannoni is pending to determine the feasibility of sharing the cost of the fifth firefighter for the C Platoon.
2. Equipment:
 - a. Delivery of the modem for the FM82 vehicle is still pending.
 - b. The fifteen (15) portable radios ordered in February were delivered and placed in service, consistent with our four-year replacement program. Approval for an additional order of fifteen batteries will be requested at the September meeting, with delivery expected in early 2024.
 - c. The SCBA PASS device batteries were replaced this month, consistent with our 6-month replacement program.
 - d. Thanks to the A Platoon members for their assistance with both battery replacement projects.
 - e. The Quantifit Fit Test machine was shipped to the manufacturer on June 28th for annual calibration and was returned today.
3. New TL82 Purchase
 - a. Pending delivery – anticipated completion date is 9/19/2023
4. Current TL82 Sale:
 - a. The truck was picked up from Fire and Safety on June 21st after repair of the ladder holding valve and returned to our station by Captain Procopio. Captain Procopio also obtained from Aerial Testing Corporation an Annual Certification for the ladder after providing them with the record of repair. The certificate was then forwarded to the purchasing department.
 - b. The sale to Carroll Township Volunteer Fire Department has been completed and the truck was picked up by a tow vendor contracted by them on June 22nd and delivered safely to their station on June 23rd. The sale funds totaling \$110,801.00 have been deposited to the General Fund and will be available for transfer to the Restricted Truck Fund in the 2024 budget.
5. Subsequent to our June 5th, 2023 meeting with representatives of the Southern New Jersey Health Insurance Fund, information was requested and received regarding the coverage plans offered and comparison to the state health benefit plan coverage, to include costs and deductibles. The information provided was reviewed by Labor Attorney Pete Frattarelli, and he agrees that the coverage appears to meet the “equal to or better” language in our collective bargaining agreement. All information received has been forwarded to members of the Board,

career staff and union representatives. With approval from the Board, I suggest we consider approving a switch to the new plan at our August meeting, barring any objections or requests for additional time from the union.

6. E82 was transported to Lee's Emergency Equipment of Tuckerton, New Jersey by Captain Procopio on June 29th for repairs resulting from the collision with a fire hydrant on February 1st of this year. Completion of the repairs are expected soon. RE88 is serving as E82 until the repairs are completed.
7. As reported at the June meeting, Squad 88 was placed out of service on Thursday, June 8th after a B Platoon member accidentally put DEF fluid in the diesel tank. Repairs were completed and the truck was returned to service on June 15th.
8. The contract with Lexipol for their Fire Rescue 1 training platform has been signed, with D4 agreeing to share the cost. We are in the process of working on the transition, with a completed target date of August 1st. The contract with eSafety was extended to the end of July to minimize the disruption of our online training.
9. The uniform order approved last month has been placed with Action Uniform, and some items have been received and distributed.
10. The obsolete PPE approved for removal from inventory at last month's meeting were turned over to a representative of the 9/11 Fund on June 21st.
11. Policies:
 - a. District #2 Administrative Policy 23-10, In-House Duty Crews, approved at last month's meeting, has been communicated to all department members, along with the updated reporting form.
 - b. **Request a Motion to approve Joint Administrative Policy 23-002, Social Networking.** The policy has been reviewed and approved by the Shared Services Committee, along with Fire Company President Ardecki. There have been no changes to the version forwarded to the Board for review on June 15th.
 - c. **Request a Motion to approve Joint Operating Guideline 23-002 Incident Response / Response Priority.** The guideline was created by Chiefs Millisky and Cipriano, has been reviewed and approved by the Shared Services Committee, and a copy was e-mailed to the Board for review earlier today
 - d. **Request a Motion to Approve Joint Tactical Consideration Document 23-01 Post Fire Decon.** The document was created by Captain Giambri, has been reviewed and approved by the Shared Services Committee, and a copy was e-mailed to the Board earlier today for review. Supplies to accomplish the recommended tasks were previously purchased and placed on all apparatus
 - e. Joint Operating Guidelines on PPE Use and Riding Assignments are nearly complete and expected to be forwarded for approval at next month's meeting.
12. Plans for the reprogramming of the D2 and D4 portable radios are moving forward, and scheduling with Wireless Communications to have the work performed is expected in the near future.

13. New member Applicant Aydin Reid completed his pre-membership requirements and was approved for membership with the Chews Volunteer Fire Company #1 as a Probationary Firefighter on June 26th, and New Member Applicant Arthur Thomas completed his pre-membership requirements and was approved for membership as a Probationary Firefighter today. New member applicant Ashlynn Klavin is scheduled for her pre-membership physical / drug screen on July 19th and is expected to be approved for membership upon successful completion of same.
14. The 2022 financial audit by Bowman and Company is currently underway. Marianne, Accountant Vince Passarella and I are working together to provide the auditor with the requested documents.
15. I am assisting Chief Millisky with a project to ensure we have on file all certifications required by the Division of Fire Safety for New Jersey firefighters. In the event of an inspection by DFS, copies of the certifications will have to be produced.

Closed Session: Personnel