

Warren Township Volunteer Fire Department  
Minutes for November 4, 2015 @ 7:30pm  
Chief's Officers' Meeting

Adequate notice of this meeting was given by posting a copy on the Township Bulletin Board and sending a copy to the Township Clerk, Courier News and Echoes Sentinel as required by the Open Public Meeting Act.

Present:

Fire Chief Mark Russo, Linda Palumbo

<u>Mt. Bethel Fire Co.</u>	<u>Mt. Horeb Fire Co.</u>	<u>Community Fire Co.</u>	<u>Washington Valley Fire Co.</u>
M. LoSapio & J. Mitchell	C. Young	B.Gaiser-absent	C. Boschen

<u>Fire Police</u>	<u>Police Dept.</u>
Capt. K. Phillips	J. Cohen & Karen

**Police Report:** No shave November for the PD fundraiser. Jeff Sohler is dispatching again. Summons Stone House. FD Junior members at Stranksky Trail were trespassing after hours & littered.

### Administrative Items

- Each Ass't Chief received a copy of vehicle report (see attached)
- Operations in Lightweight Designed Buildings class Nov 12<sup>th</sup> (see attached)
- Holiday Walk Dec 6<sup>th</sup>, Washington Valley will get a volunteer Santa
- 30 Independence Blvd has an AED in the fitness center, ground floor
- Make sure all fire reports are logged into Red Alert since compensation time is near

### Old Business

- Log department, company drills and driver training into Red Alert
- Ordered Carbon monoxide that are not working
- New Type II safety vests are required now (pg 9 of TIM's training manual)
- C. Young received an equipment form to keep track- ready to use for all
- J. Mitchell is working on wish list/pricing
- Fire Police wants steel tip boots that keep feet warm & waterproof
- Driver Requals from Ben
- Reminder: ALL SCBA, equipment checks, and Engineer apparatus checks shall be faxed to 908-226-5629 (Township Administrator's fax machine) upon completion.
- Incentive/Comp plan re-write committee needed (current "point" system to ???)
  - You have \$25k available for your program.
  - MUST include calls, company drills, department drills, fire school

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**New Business**

- M Krane would like to know the fire alarm maintenance contract in each firehouse, if connected to a Central Station, provide name of vendor and generators maintenance schedule
- J. Mitchell would like to consider purchasing inexpensive work gloves to save wear & tear on expensive fire gloves, gear bag & standard boots
- COI already requested for Somerset County but won't be available until early Dec. I will try to get a copy of the COI that will be sent.

**Drills/Training**

- Bring in house pumps ops with our equipment and receive a certificate of attendance
- CPR recert in November
- Mayday training
- Fire Officer Requirements memo was distributed to each Ass't Chief since nominations are coming soon

**Vehicle Maintenance & Apparatus**

- Mt. Bethel engine will be returned tomorrow, November 5th.
- C Young will prepare a list of repairs for engine 61-102 prior to it going for annual maintenance on November 16th.

**Fire Prevention**

- Received a thank you note from preschoolers

**Fire Police**

- New vehicle ordered
- Received SOP & SOG procedures in binder

**Radios/Communications**

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**Open Discussion**

- November 16<sup>th</sup> departmental meeting
- Each firehouse has a copy of the SOP & bylaws, please have each member sign the form that they received a copy or know where it is in the firehouse and we will add the form to the new member packet.
- Linda will email FD that the meeting minutes are posted on the Warren website

Meeting concluded at 8:27pm



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Linda Palumbo



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Chief Russo