Warren Township Volunteer Fire Department
November 1, 2017 Minutes
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 & L. Palumbo

Mt. Bethel Fire Co.	Mt. Horeb Fire Co.	Community Fire Co.	Washington Valley Fire Co.
M. LoSapio & J. Mitchell	D. Dante	B. Gaiser- absent	C. Boschen & M. Dalton
Liaisons	**Fire Police**	**Police Dept.**	**Twp Committee**
T. Byrne	Capt. K. Phillips	Sgt. J. Cohen & Karen	G. DiNardo

Police Report: New candidate for a dispatcher hopefully hired by the new year. FD was dispatched 4x for a call on Nov 1st. Trees down on the Green Brook side of Morning Glory Road so road closed for approximately 1 hour.

Administrative Items

- The Fire Department received a generous $1,500 donation check from the residents of Four Seasons of the Promenade. Thanks to C. Boschen & WV members for attending. A thank you note was sent.
- FD received $100 donation from ALT from Trunk or Treat.
- Fire/Police will receive a $500 donation from Chelsea and will deposit in the Fire Department account.
- T. Byrne encourages members to join the Relief Association.

Old Business

- Reminder: ALL SCBA, equipment checks, and Engineer apparatus checks shall be emailed to lpalumbo@warrennj.org upon completion.
- Washington Valley's engine key needs to be placed in the knox box.
- B. Gaiser, as head of the life hazard battery committee, will obtain a quote for a battery for Mt Bethel's thermal imager. The responsibility of the life hazard battery committee head it to maintain continuously current quotes for all life hazard equipment to prevent delays in sourcing such items. The head of the life hazard battery committee is the Assistant Chief of Community Fire Company. The request for the FLIR battery was submitted in July.
- M. LoSapio is working on the credentialing program via Somerset County & all members were sent the document that needs to be completed. Once paperwork is processed you will receive a County card and need to carry it with you. M. LoSapio received paperwork from 8 members so far.

Old Business continued

- Drager CO meters are being sent out for recalibration. Mt. Horeb's are recalibrated so Community is next. Washington Valley & Mt. Bethel are on the list.
- M. LoSapio's proposed Lock out/Tag out SOG for Fire Officer II class. T. Byrne suggested that LO/TO kits should be purchased for the fire stations as well as the vehicles. The Chief directed the department purchasing officer to pursue quotes. All agreed to adopt the LO/TO SOG.
- T. Byrne is working on SOG for gas & electric emergency. Some Assistant Chiefs would like more time to review it.
- All agreed to converting the pump trailer to house firefighter rehab. Need to find a spot to park it; Russo checked out OEM's garage. Mt. Horeb offered space at their firehouse. Washington Valley volunteered to redistribute the pumps to the fire houses.
- Fire Officer 1 class was cancelled via Middlesex County & C. Boschen was registered. C. Young is trying to get an in-house class, need approximately 15 members to participate but didn't get enough participants. M. Dalton volunteered to gather a minimum of 12 members for the Challenger test via Somerset County.
- T. Byrne- Brits team on-line harassment training; Chiefs are suppose to agree on date for in-house training. January 8th at 7pm at Mt. Horeb was proposed.
- J. Mitchell organized TFT hydra value remote control; Mt. Horeb & Mt. Bethel gave it a trial run. Steve is picking up today.
- J. Mitchell drafted & read a Fire Department mission statement & all Chiefs agreed & adopted it.
- WV Ladder truck is requested at the Morris County Fire Academy on Nov 18. Linda will call to ask time for truck and start time of class.
- Members should have received their Haz Mat state cert in the mail 2x and Linda just needs a copy so FD can be compliant. L. Chan, S. Kaneshige, C. Boschen, T. Giacone, J. Giardina, D. Larsen, J. Tucker, I. Vardi, D.Dante. Deadline is next Chief's meeting, Dec. 5

New Business

- In 2018 FD would like to start a draw down PO for Chatham Lawnmowers, Electronic Measurement Lab, Approved Fire & Safety.
- Fingerprinting for new members costs $28.69 and member has to use a credit card to make an on-line appointment. A prepaid VISA card was discussed so members don't have to lay out the money.
- FD got invited to a drill on Nov 5 at Verizon Corp Headquarters and need to bring a tanker & engine. Meet at Basking Ridge Fire Co at 8am.
- Nov 1st is technically the start of FD new year so please enter fire reports by Fri, Nov 3 at 7pm so Chief Russo can start figuring out compensation.

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Drills/Training

- The 2017 Training Schedule (captains please coordinate)
- Mayday training in the future
- November 29 Metal Cutting training that Washington Valley will lead. Purchase 2 dozen metal cutting blades. Let Chief know if you need 12's or 14's by Friday.

Vehicle Maintenance & Apparatus

- Chief Russo will ask DPW to check vehicles every month instead of every other month.
- Monthly Vehicle Maintenance report was distributed.
- Defiencies were read aloud on the WV ladder. WV Ladder is out for preventative maintenance, pump is on order & will repair power steering recall.
- WV Tanker is in need of preventative maintenance

Fire Prevention

- Thanks to the members who helped Chief Russo at the elementary schools and preschools, J. DeVizio, M. D'Antico, D. Reedman, A. Bawarshi, A. Zimmer.

Fire Police

Radios/Communications

Open Discussion

- Every business needs a CO detector per state law so FD will probably receive more calls regarding CO's.
- OEM received a grant and AM emergency radio broadcast.
- Mt. Horeb bottle is leaking and he will drop off to get repaired. Mt. Horeb is missing a bottle and Mt. Bethel has it.
- J. Mitchell has Mt. Horeb & WV fuel and adapters
- M. Dalton suggested not to schedule Chief's meeting on 2nd Tuesday of the month
- T. Byrne is inspecting firehouses
- Chief has a mask. Send Chief an email about vehicle repairs.
- All agreed to purchase a piece for Fire/Police radio out of car show funds, $254.

Meeting adjourned at 9:31pm

Linda Palumbo

Linda Palumbo

Chief Russo