

Warren Township Volunteer Fire Department

February 7, 2018 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.

<u>Mt. Bethel Fire Co.</u> J. Mitchell, M. LoSapio & D. Reedman	<u>Mt. Horeb Fire Co.</u> D. Dante	<u>Community Fire Co.</u> B. Gaiser	<u>Washington Valley Fire Co.</u> M. Dalton & J. Giardina
<u>Liaisons</u> T. Byrne	<u>Fire Police</u> K. Phillips-absent	<u>Police Dept.</u> Sgt. J. Cohen, Lt. Hentschel, M. Kull	

Police Report: No summons yet. PD wants to know what they can do better regarding the Saw Mill fire. If you bring a personal vehicle please leave the keys in the ignition. PD dispatchers don't get full credit and do a good job along with the Fire Dept. A suggestion for a debriefing after the call to improve communication; there's an open door policy. A suggestion for salt to be on the fire trucks in November. FD would like the dispatchers to know the phone list, alarm plan, find a fire hydrant & start the clock/incident time. PD suggested to the FD to verbalize what you want when calling the PD dispatcher. Chief Russo would like to sit down one time per quarter with PD. Keep track of FD vehicles during a call & fire scene policy.

Administrative Items

- UCC offering EMT courses in summer
- Hold the date for the annual FD dinner at Primavera on Fri, March 2, 2018, invitation was distributed. Getting a quote on a vest for the gift & M. LoSapio is coordinating.
- FD received a total of \$1,780 in donations recently
- Post Worker's Compensation notice at the firehouses
- Colonia FD 75th Anniversary Celebration June 2, 2018
- Quarterly FD meetings are Feb 12, May 14, Aug 13 & Nov 12 on Veteran's Day, town hall closed.
- 1 page 2018 budget distributed

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 & should be completed shortly.

Old Business continued

- B. Gaiser, as head of the life hazard battery committee, obtained 2 quotes for a battery for Mt Bethel's thermal imager & also other needed batteries. WV needs a tick battery.
- M. LoSapio is working on the credentialing program via Somerset County. Once paperwork is processed you will receive a County card and need to carry it with you. M. LoSapio received & submitted paperwork from these 12 members; A. Shjarback, M. LoSapio, D. Reedman, E. Reedman, D. Dante, M. Russo, K. Phillips, A. Zimmer, N. Smith, A. Logan, J. DeVizio & B. Cashman. All others are deficient. Deadline is end of March. Another email was sent to the entire FD.
- Drager CO meters are now all recalibrated for all four firehouses.
- 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 by spring. T. Byrne suggested a sign out sheet for equipment.
- Thanks to M. Dalton for coordinating the Fire Office 1 challenge review class. Members thought the test was going to be more firematics. If someone wants to forward a suggestion list about the test.
- T. Byrne- For those members who haven't already taken on-line harassment training & received certificate, an online class was scheduled on January 8th at 7pm at Mt. Horeb but had to cancel due to weather. Majority wants to take this online so we are not scheduling another class date. If you can't logon, please email T. Byrne and he will handle.
- Chief Russo would like driver qualifications & requalification packets completed asap.
- WV needs a 20' and a 30' pony hose length which was ordered.
- Calls are getting closed after 1 or 2 hours. All agreed that the rule is 3 days/72 hours for the fire report to be completed. Complete the fire report so Chief Russo can approve it.
- M. Dalton attended the December 20 budget meeting & is questioning the distribution of rental money each fire company gets from the town. Mt. Bethel gets \$5k more than the other 3 fire companies. A discussion about the "formula" and how the money is split to each fire company. Chief will sit with each Assistant Chief to show them how compensation and rent is divided. We will table this discussion until next month & Assistant Chiefs are free to come up with their own formula that is fair. Chief Russo will email the formula spreadsheet to the 4 Chiefs for their review. M. Dalton will investigate what the Board of Fire Chiefs can vote on.

Old Business continued

- J. Mitchell mentioned personal vehicles responding to highway calls. Solution proposed to get a town vehicle and also can be used for members going to fire school. A suggestion was a police cruiser that is passed down. Chief will look into.
- D. Reedman & A. Zimmer are CPR instructor certified. D. Reedman is requesting a list of who needs CPR and their expiration dates from the other 3 fire companies.
- Distributed "Out of Service" tags for equipment & apparatus along with the policy. "Do Not Remove" tags for each vehicle & policy was distributed too. Borrowed Equipment policy was distributed.
- Gift for dinner: the uniform shirts were too pricey so M. LoSapio received a quote for the vest \$42 each.

New Business

- 5 alarm plan review and get comments to Chief by this Friday
- Department awards: Top member of the year from each firehouse, top 10 responders, leadership, training. Submit wordage to Chief by Monday.
- NIMS requirements, please submit your certs (county & state certs)
- New Chief's vehicle is in

Drills/Training

- The 2018 Training Schedule (captains please coordinate)
- BBP/Right to Know training at Community Feb 28, 7pm
- Chief Russo would like to see 2 live burns this year possibly May & Oct
- Mayday training in the future
- Ice and rescue training class was held last month but not all members knew about the training

Vehicle Maintenance & Apparatus

- Monthly Vehicle Maintenance report was distributed.
- Community's rotator needs to be repaired
- Community's passenger side duct, shoot opens, fire ground radio, 4 gas meter needs repair

Fire Prevention

Fire Police

Radios/Communications

- Radios reprogrammed, distributed & thanks to A. Shjarback for his assistance.

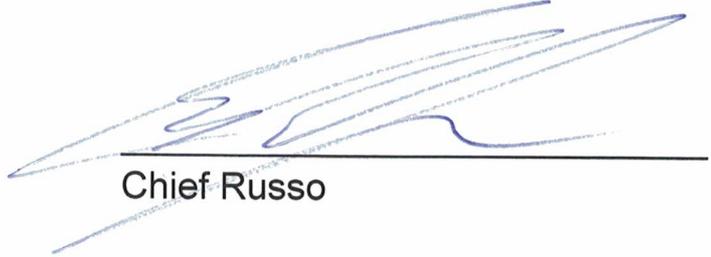
Open Discussion

- Received a thank you from Recreation for helping at the Bonfire.

Meeting adjourned at 10:00pm



Linda Palumbo



Chief Russo