Warren Township Volunteer Fire Department
Chief's Officers' Meeting
July 1, 2020 Minutes

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: Chief Mitchell & Linda Palumbo

Mt. Bethel Fire Co.	Mt. Horeb Fire Co.	Community Fire Co.	Washington Valley Fire Co.
M. Russo	D. Dante	A. Kachidurian	C. Boschen

Police Dept	Fire Police
Sgt. J. Cohen & Karen	K. Dalton

Police Report: All is well. Have a safe holiday weekend.

Reports of Officers
Equipment Readiness (unassigned)
Company Equipment Checks: used to receive a report so Meagan will start sending again
Consumables: will coordinate a list
Equipment Inventory / Asset Tagging (progress report):
Who's Responding App: seems reliable, didn't receive a call via app nor cad & toned out. Will continue to monitor it.

Drills / Training (Derek Reedman):
Driver Qualification Status: NFPA recommendation, there's 2 classes, Equipment Operator & FF1. If you have a County cert, you can apply for the state recognition.
Fit Testing (and Train the Trainer progress): 1 member of each company is trained
Department Drill: Blood Borne Pathogens/Right to Know will be scheduled

Operations (Mark Russo): Had a few calls at 76 Stirling Road a few times due to issues with the dry system.
Go back to normal procedures such as false alarm. Issue with WV Tower Ladder-take out of service due to a faulty sensor on bucket; can override but then it throws itself out of service again & it broke the windshield. Campbell couldn't get the part for 3 months so need an alternative solution.
M. Russo emailed google docs with knox box codes so please review and update the document if you haven't already.

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Reporting (Aram Kachidurian)
Monthly and YTD activity report (need crew response stats):
Vehicle response for June: 40 calls, 4 delayed response calls

Engine 2 - 7 calls with 1 crew
Engine 3 - 23 calls with 14 crew
Engine 4 - 9 calls with 5 crew
Ladder 61 - 26 calls with 20 crew
Tower 61 - 5 calls with 2 crew
Tanker 61-3 0 call with 0 crew
Tanker 61-4 4 call with 4 crew
Rescue 61 - 12 calls with 7 crew

County Credentialing: no report

Vehicle Maintenance (Charlie Boschen): all apparatus needs Preventative Maintenance except for Mt. Bethel ladder. This year non destructive annual testing for the ladders. Fail Safe will test pumps & hoses but another vendor will do the aerial testing.

Fire Prevention Education / Public Events (Dave Dante): completed SOG Vehicle placement in or near moving traffic.
Hydrant Status Report: Chief Mitchell is working with HS kids on the hydrant flags project will be colored colored for different flows and this info will eventually be mapped.
Fire Prevention Planning:

Fire Inspector / Fire Prevention (Al Shjarback): since reopening, it's been busy.
184 Liberty Corner Rd, near GSK, use access road to JCP&L substation and on right side of gate is the knox box. The parking garage near Chubb is in progress. Started to frame condos on Dewey Meadows property.

Radios / Communications (Brian Burkhardt)
Battery Status: received quotes for batteries. B. Burkhardt emailed that portables have been shipped and follow instructions in email.
Radio Inventory/Survey: no report
Pager Survey: any charging stations? M. Russo will programs the pagers asap

Safety (Dave Dante):
Traffic safety policy review is in progress.

Chief Items: $1,200 annual budget for Fire/Police

Fire Department Mid-Year 2020 Status Report

Insurances Standards Organization – Warren Fire Department Audit

The results of the 2019 ISO re-assessment have been returned and shared with the Fire Department Liaisons to the Township Committee. A detailed review of the recommendations was presented in the June 2020 Board of Fire Chief's meeting and the minutes reflect all key information and findings.

Apparatus Replacement: The Fire Department proposed a revision to the 5-year apparatus replacement, management and refitment plan in 2019. At this time, the plan has not been accepted by the Township Committee and is not considered adopted. It is recommended that the Township Committee accept the revised plan as written, immediately. We currently have two vehicles that are overdue for replacement. Both units will exit service prior to a replacement vehicle being delivered. (Tanker 61-3 and Rescue 61). Both vehicles service unique, critical functions and no alternate solution exist. It is recommended that the township act immediately to replace these units.
Engine 61-3 will exceed its service life in 2021. With a lead time to specify and purchase a replacement unit exceeding 18 months, this unit also needs immediate attention.
Based on known issues with Warren's capabilities to handle water supply operations at sites where hydrants are not present, the Fire Department recommended that a second firefighting apparatus be purchased housed at Station #1. This tanker/pumper unit would be used in concert with the tankers/pumpers at Community and Washington Valley to deliver a sustained water supply to all locations in town without direct hydrant service at an estimated 400% of current capacity. This recommendation was supported by findings in the ISO re-assessment.

SCBA replacement plan: The majority of the Fire Department's SCBA bottles will hit mandatory replacement in early 2024. It is critical that the township adopt plans to fund this large replacement of SCBA and bottles in year 2023.

Warren Development

There are planned developments off of exits 36 and exit 40 in Warren that will grow housing by approximately 20%. Similar developments are already started in many nearby/ directly adjacent communities and it is expected that Warren will see direct impact by these expansions as well. There is concern that the current volunteer force will not be able to handle the load as call volumes will likely approach 3 per day. The majority of highly trained firefighters serving Warren do not actually live in Warren and will need to use these congested roadways to respond to emergencies. It is expected that Warren's response times will be very dramatically impacted by these changes.

Protective Gear: There is a major effort underway to purchase protective ensembles to ensure Warren volunteers have the needed protective garments. The workload to maintain this complex program exceeds the capacity of the volunteers to absorb in future years. A sustainable funding and management program to ensure every volunteer is properly protected must be established.

Radios: The township partially funded a request to purchase modern radio equipment to maintain effective radio communication capabilities for firefighters operating in town and in shared services responses in adjacent communities. A contingent plan has been developed by the volunteers to maximize the value recovered from the partial funding.

Service and Maintenance Specialist: The township did not fund the Fire Departments request for a paid employee to keep up with the large burden of administrative and preventative maintenance tasks currently overburdening the volunteer firefighters.

Meeting adjourned at 8:12pm

Linda Palumbo

Linda Palumbo

Chief Mitchell