

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover,
County of Morris, Cedar Knolls, New Jersey
July 1, 2010**

The meeting was called to order at 7:00 PM on July 1, 2010 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

Attendees: Commissioners Thomas Harrington, Gary Keyser, Paul Pilipie, Thomas Quirk

Absent: Commissioner Joseph Martin

Chief James Davidson was also in attendance.

The Board stood for the Pledge of Allegiance.

The first order of business was the approval of minutes from the June 3, 2010 regular monthly meeting. There were no corrections. **Commissioner Keyser made a motion to accept the minutes as submitted from the June 3, 2010 regular monthly meeting, seconded by Commissioner Pilipie, all in favor.**

The next order of business was the approval of the minutes from the June 17, 2010 monthly work session. Commissioner Keyser had two corrections to make on those minutes. In the first regular paragraph on page 1, it should read: Chairman Harrington suggested waiting until the next meeting to discuss the by-laws **since all of the Commissioners had not had a chance to review the by-laws** and the Board members agreed to put it off until then. The next correction was that it was not noted in these minutes that **Commissioner Quirk left the meeting at 8:06 PM. Commissioner Keyser made a motion to accept the minutes from the June 17, 2010 monthly work session as corrected, seconded by Commissioner Pilipie, all in favor except for Commissioner Quirk who was present, but had not had a chance to review these minutes.**

Chairman Harrington noted that the Board was still working on the by-laws which had been submitted to them for comments. Commissioner Pilipie noted that they did not have enough members present to vote on it anyway. Commissioner Quirk added that, in order to vote on the by-laws, the Board was still under the old by-laws which stated that they would need 5 members present with a 4/5 vote for the policy to be accepted. Chairman Harrington said that this would be tabled until the next work session.

Commissioner Keyser reported that the Board's new Financial Advisor, Robert Calise, is handling the deferral payment (\$13,000.00) to the state pension fund which will be paid by the Board. There will be another deferral check for \$3,262.00. One is for the

Public Employees and the other is for the Police and Fire. The Board owes interest @ an 8.25% interest rate. Mr. Calise will bill the Board for his services. The pension bill comes in annually in April so the Board has to, in the future, make sure it is paid as soon as it comes in so that they don't have to pay interest again.

The Chairman noted that the past Chairman's (Alan Van Ness) signature has been removed from the Paychex payroll checks.

Chairman Harrington asked Chief Davidson if the SOG on career personnel wearing shorts was completed and he responded that there were copies on the Commissioners' desk. The only change was the addition of one paragraph on page 1, i.e., above **Procedures**. Nothing has changed except that the Chief added: **Additionally career staff may wear shorts while on the firehouse grounds. When responding to calls, they must adhere to the above (turnout pants, jumpsuit, class B pants). When conducting inspections or working off firehouse grounds, they must be in class B pants.** Commissioner Pilipie questioned the Chief regarding NJAC12:100-10.7 which requires that all paid firefighters' station uniforms meet certain NFPA standards. The Commissioner wanted to know what standards shorts meet? The Chief said it was just the material – nomex, fire resistant or cotton. There was further discussion on topics such as what volunteers can wear around the station and what they can wear under their jumpsuits and turnout gear. Chief Davidson said that this allows volunteers to wear shorts under turnout gear and jump suits. When going on emergency calls, this SOP spells out that they must be in turnout pants, jumpsuits, or class B pants. Commissioner Quirk questioned what the dress should be if they take the truck out to get fuel, for example. He felt that the career people are told that they have an image to keep up and the volunteers should, for example, when driving a truck to get fuel, be held to the same standards because anyone seeing them riding in a truck would assume they were career fire personnel and it would look unprofessional to allow a volunteer to drive while in regular shorts. If career personnel are expected to look professional, then volunteers should be held to the same standard when driving a truck, for example. Commissioner Pilipie stated that he was definitely against career personnel wearing shorts. Commissioner Keyser felt the Board is only responsible for the career personnel, not the volunteers. They are volunteering their time so they should not be held to the same standards as the paid personnel. **Commissioner Quirk made a motion to accept the Chief's SOG, but that volunteers must adhere to it also.** The motion was not seconded. Chief Davidson said the current SOG says that volunteers cannot respond to an incident in shorts. He said he would take out the paragraph regarding career personnel wearing shorts, but he said that the Board needs to have a uniform policy for the department that reflects especially what the volunteers do. He asked the Board to approve the original SOG with all reference to the career shorts issue taken out so that they can give the volunteers some direction. Chairman Harrington confirmed that what the Chief suggested is that the volunteers will be able to wear shorts under their turnout gear and be covered. The Chief also said the Board would not provide any type of class B uniform. Commissioner Keyser said maybe the Board should be buying the nomex especially if they are for firefighters. Commissioner Pilipie felt this should be for everybody or nobody. Chief Davidson said it's OK to have different requirements for career staff and volunteers.

Commissioner Pilipie made a motion that the Board accept what the Chief suggested, but Commissioner Keyser said he wants to see it in writing before anything is approved. Chief Davidson made the changes right there and it was brought before the Board again. The changes were: Above Procedure, it says that at no time can career personnel wear shorts. In General 1.1, stationwork apparel shall be provided to all career responding personnel and will be replaced as needed. Under Station Uniforms Spring/Summer, the Chief removed the sentence that refers to shorts from the Class B shortsleeve uniform shirt, trousers, golf type shirt. The Chief requested that the Board adopt this so that they have something moving forward which can be changed at the work session or the next meeting. **Commissioner Pilipie made a motion to accept the standard operating guide for station uniforms, seconded by Commissioner Keyser.** Commissioner Quirk stated that he was not happy with the fact that the Board is telling the career personnel that they can't wear shorts, but **he and Chairman Harrington reluctantly added their aye in favor of accepting the standard operating guide for station uniforms.**

The Chairman asked Commissioner Pilipie for an update on the keychain suggestion for recognition of outstanding efforts from volunteers and the Commissioner responded that he had not had a chance to look into it further.

Chairman Harrington noted that there was still some unfinished business regarding utilizing District #2's volunteers within District #3's EMS division. He said he had received a copy of the insurance from District #2 stating that all of the career and volunteer members are covered under their workmen's comp policy to provide emergency medical service. They are also covered for driving the ambulance.

Commissioner Pilipie said that he was caught offguard by Commissioner Keyser's comments at the last meeting in which Commissioner Keyser had said the Captain of EMS and the President of the Second Floor did not want the proposal from District #2 to go through as written. Since that meeting, Commissioner Pilipie spoke to Mary Lou DeSimone, Captain who told him a lot of things that he did not realize were going on. He had a copy of a memo to Assistant Chief O'Hare in which she had concerns about the volunteers participating in District #3's EMS division. He felt that the subject of District #2's volunteers riding with District #3's volunteers should be revisited. Chairman Harrington said that this is just a start and no one knows where this will lead. District #2's volunteers themselves proposed that they put in 40 hours of riding on the ambulance which is a huge commitment. Captain MaryLou DeSimone said there were some concerns at a meeting about the proposed document. She indicated that Chairman Harrington had said he would go back to them and ask them questions about some of the concerns, but the next day, Assistant Chief O'Hare was at District #2 giving them a presentation. Her biggest concern was why can't District #2's volunteer EMTs hold a regular crew night? The Chairman said that they didn't want to join two organizations. He said this is a trial start which will be reviewed in three months. Assistant Chief O'Hare addressed the subject of their holding a crew night. He said that Chief Cortright presented the proposal to the membership and the subject of holding a crew night did come up and they were given the option of riding on a crew night. Copies were made so

that they could see the schedule and which crew nights were open. He said the 40 hours that they proposed regarding riding on the ambulance can be done by riding with crews that have openings or Friday evenings, etc. They will be filling EMT and/or driver slots. Commissioner Keyser suggested having an attorney look at the proposal because he felt that the Board is overstepping their boundaries by telling another company what to do. Captain DeSimone said that she had concerns, but would support District #2 riding on EMS. Chairman Harrington suggested that Captain DeSimone get together with Assistant Chief O'Hare and sit down with the two Chiefs and the EMS people from District #2 and let them try to get this going. He felt that this is only the first step and there will be some changes down the road which can be tweaked by the EMS officers and Chiefs. Commissioner Pilipie asked who initiated this and Commissioner Quirk indicated that Commissioner Barz had asked how District #2 could help District #3 on EMS. Commissioner Keyser agreed with the Chairman that they should let Assistant Chief O'Hare and Captain DeSimone work it out. Chairman Harrington noted that they will have to approve giving card keys to District #2's EMS volunteers. Commissioner Keyser suggested any questions on SOPs and SOGs should be forward to the Assistant Chief and Captain. Commissioner Pilipie told the officers to keep him informed on what's going on.

Commissioner Keyser reported that Dr. George Manis had spoken with the Board's insurance company regarding him being covered as Medical Director in charge of physicals for District #3's membership and he confirmed to the Commissioner that he was told that he is covered. Dr. Manis was told to go ahead with the physicals. Chief Davidson asked if the Board wanted everyone in the department to have physicals or just interior firefighters. The Board felt that all active members should be required to have a physical. Commissioner Pilipie suggested that any former member who would like a physical can have one and the Board agreed that it would be OK. The physicals will be held at the firehouse.

New Business

Commissioner Pilipie reported that the Board had received a thank you from the Donofrio family for the floral arrangement sent in memory of Vincent Donofrio, Sr.

Commissioner Pilipie read **Resolution 10-07-01-28 designating the national incident management system (NIMS) as the basis for all incident management. A motion was made by Commissioner Keyser to accept the Resolution, seconded by Commissioner Quirk, all in favor. A roll call vote was taken with Commissioners Keyser, Harrington, Pilipie and Quirk voting in favor with Commissioner Martin absent.**

Chairman Harrington stated that the Recreation Department had put up the township sponsored concerts sign in front of the firehouse.

Chairman Harrington asked the Chief about the turnout gear that he had requested for an exterior firefighter and the Chief responded that it has been taken care of. The

Chief said he had already contacted the member and he is going to get measured. Commissioner Keyser asked about drivers and the Chief said it would be as needed.

The Chairman reported that the ladder testing went OK.

The Chairman asked the Chief if the NIMS compliant lettering was taken care of and the Chief said it was in the process.

Chief Davidson reported that the fireworks will be fully covered by volunteer personnel.

Commissioner Keyser asked the Chief to get an update on calls and drills and send it to the members.

Chairman Harrington asked Commissioner Keyser how Mr. Calise is doing on the budget and was told that he's working on it and knows that the Board needs it completed prior to September. Commissioner Keyser confirmed that Vincent Montanino will still be the Board's Auditor.

Commissioner Quirk had a question on a check that was written to the New Jersey Association of Fire Districts. He asked what exactly they do for the department to justify paying an annual \$300.00 fee. Commissioner Keyser said they lobby for the fire departments for legislation. They use that money to hire lobbyists among other things. Also, the legislature right now wants to change the election dates to November. Commissioner Quirk said he didn't see the need to belong. He felt that, on dues like this, the Board should be informed and vote on it. Commissioner Keyser felt that it is worthwhile. Chairman Harrington said one thing that should be discontinued would be the updates regarding Title 40A. Chief Davidson said all of the information in the books can be obtained on the Internet. The Board members agreed that they should stop paying for the books.

Treasurer's Report

Commissioner Keyser reported that checks #4072 – 4117 were paid in the amount of \$123,337.81 for the month of June 2010. It was noted on the Commissioners' copies of the Treasurer's Report that 40% of the Board's budget was spent in the first six months in the amount of \$413,369.03 out of the \$1,041,622.00. 28% or \$116,000.00 was spent for EMS. The Chairman questioned the income for EMS from District #2 which should be \$18,500.00, not \$16,000.00. Commissioner Keyser said he would look into it.

Commissioner Pilipie made a motion to accept the Treasurer's Report as submitted, seconded by Commissioner Quirk, all in favor.

There was no other business to discuss. **A motion to adjourn was made by Commissioner Keyser at 8:13 PM, seconded by Commissioner Quirk, all in favor.**

Respectfully submitted by:

Paul Pilipie, Secretary