

The Regular Meeting of the Board of Fire Commissioner, Gloucester Township Fire District # 4 was held on September 16, 2015 in the office of the Board of Fire Commissioners. This meeting has been properly advertised according to the State of New Jersey Sunshine Law.

ROLL CALL

Commissioner Coucoules (here) Commissioner Stout (absent)
Commissioner McCann (absent) Commissioner Simone (here)
Commissioner Vannoni (here)

Attendees: FF W. Prendergast , Chief Vannoni

Motion by Commissioner Simone, second by Commissioner Coucoules to approve the Regular Meeting minutes of 8/19/2015. All in favor, motion carries.

Motion by Commissioner Coucoules, second by Commissioner Simone to approve the Workshop Meeting minutes of 9/2/2015. All in favor, motion carries.

Motion by Commissioner Simone, second by Commissioner Coucoules to approve the Special Meeting minutes of 9/14/2015. All in favor, motion carries.

COMMISSIONER REPORTS

Commissioner Coucoules said he had nothing to report, and he does not have a report from FAM Jones.

Commissioner Simone reported that the heater has been taken down in Station # 2 so the apparatus would fit in. He also said they are pricing ice machines for Station # 2. At Station # 1 the new air conditioner/heating unit is being installed as we speak, and we are waiting for construction to begin at Station # 1.

Commissioner Vannoni said Power DMS, he still intends to bring that up as he issues more policies. He wants to make sure that is budgeted for in the upcoming 2016 Budget.

EZ Pass- the Chief had spoken to someone at EZ Pass, and he was told if the Fire Company is responding to a call, run the tolls and he would handle any violations we receive. He is working on getting the transponders.

UFSA Audit which a few issues were brought up have been resolved. Fire official Urso sent a letter to Mr. Clark and the letter will serve as notice that things will be resolved in the upcoming Budget process.

CORROSPONDENCE

None

CLERK'S REPORT

None

TREASURERS REPORT

Motion by Commissioner Simone, second by Commissioner Coucoules to pay the total bills of \$30,248.68. All in favor, motion carries.

FIRE OFFICIAL'S REPORT

Attached

CHIEF'S REPORT

Commissioner Vannoni said he has from the Chief that all the apparatus was moved around to accommodate the construction at Station # 1.

The ISO Insurance Organization conducted their survey on August 31, 2015. A detailed report should be forthcoming by the end of November.

Both engines have 4 new pony lines and a spare pony line is available and has been moved out to the shed.

Lt. Imelinski has successfully completed driver training and is approved to dive Rescue 84.

Three members have been suspended from firefighting duty due to training issues, Melonie Kemery, Mike D. Jones, and Britney Swan. They were suspended due to lack of training.

Chief Vannoni suspended 3 members of Blackwood Fire Company for failure to go to quarterly training. He said it has been made clear that this must be followed as POSHA and IOS have made this a priority.

PRESIDENTS REPORT

Attached

Motion by Commissioner Simone, second by Commissioner Coucoules to approve all reports as read. All in favor, motion carries.

OLD BUSINESS

Commissioner Vannoni said he received communication from Howard Long who submitted a brief on the Board behalf regarding the grievance arbitration for the radios, which is ongoing. He gave the Board members a copy.

NEW BUSINESS

Commissioner Vannoni said Chews Landing Fire Company is considering applying for an Assistance Firefighter Grant to replace their SCBA's. From their preliminary research, it has become obvious that applying for a regional grant who greatly increase our chances of getting the grant. In light of this information, they would like to know if any other Township Fire Department would like to join them in applying for a regional grant. District Administrator Robb from District # 2 is going to be the point person and would need a contact person from our Company. He said it is his belief after speaking with the Chief and other members that we are interested in applying for this grant, to replace our SCBA. It is a matching funds grant, however we would only need to provide 10% of the match and only the part that applies to our Company. He said it is his understanding that the Chief has discussed it, and would like to apply for it with John Carlin working with Bill Robb as our representative.

Commissioner Coucoules said he thinks it is a great idea. It is the SCBA as well as the bottles.

Commissioner Vannoni said he believes we can get masks with that as well. It would come SCBA with a bottle, a spare bottle and a mask.

FF Prendergast said the bottles will be done 2019. There are 74 or 76 of them.

Chief Vannoni said it is the same thing we did in 2006.

Motion by Commissioner Coucoules, second by Commissioner Simone to move forward with the grant and to appoint John Carlin as the point person for Blackwood Fire Company when it comes to the grant. All in favor, motion carries.

Chief Vannoni said he would like to add something for the public record, as I mentioned we received a grant in 2006 for new air packs. The air packs we are currently, there have been 3 upgrades since then. It is not like we are just buying new air packs, we are buying new air packs because they have improved so much. That is one of the biggest reasons we are considering new air packs.

Commissioner Vannoni said these will fall under Good and Welfare, but he has been in touch with Cooper University Hospital, who provides an employee assistance program. The police department uses it, and a few other agencies also. You have all been provided with some information that he acquired from them. There is a small fee associated with it. He has not spoken to the woman about it, but his understanding it is about \$50.00 per member, per year. It would probably cost us somewhere between \$2,500.00 to \$3,000.00 a year, which would come out of our preventative medical line item. Some of the services they offer not only to the employee or volunteer but also to their immediate families will be able to use the services, such as counseling services, work stress management, financial concerns, relationship counseling, and legal references. There is 24 hour mental health availability and members can receive 5-8 free confidential counseling sessions. They also have assistance with alcohol or drug problems, professional development classes, anger management and other classes that they offer. Mediation, critical stress management, community outreach referrals, and dealing with difficult people. He said he is going to get the women to come a Workshop so she can explain the program. All of this is free once you become a member. If you need more sessions, than the 5-8 that re free, they would recommend someone that would be within your healthcare insurance that you could go to.

Commissioner Simone said the Board decided to put 7 new windows in the office , and to pay for the installation only of 2 new windows in the back. Not to exceed \$4,000.00. He said he will get quotes, and he has verbally but not in writing. He will have 3 total.

Motion by Commissioner Simone, second by Commissioner Coucoules to get the 3 quotes in writing for the window purchase and installation not to exceed \$4,000.00. All in favor, motion carries.

GOOD AND WELFARE

Commissioner Vannoni said Commissioner Stout and Commissioner McCann have met with the Chief and the Assistant Chief to make minor changes to our LOSAP program point system. They have submitted a resolution for approval by the Board of Fire Commissioners, which is a minor change only to the point system which is allowed by law. Everyone should have gotten this in their email, so we need a motion to adopt the resolution changing the point system, which will become effective October 1, 2015.

Motion by Commissioner Simone, second by Commissioner Coucoules to adopt a resolution that will make a minor change of the point system for the LOSAP program, which will become effective October 1, 2015. All in favor, motion carries.

ROLL CALL

Commissioner Coucoules (yes) Commissioner Simone (yes)
Commissioner Vannoni (yes)

Commissioner Vannoni said he has a few policies here, some that have been updated and a few new ones that he would like to issue:

1. Security of the Office- he added that violation of the policy may result in criminal prosecution.
2. Director of Personnel- he added that in the absence of the liaison to the Fire Company, the Director of Personnel will act as the liaison to the Fire Company.
3. District Email- it is a new policy. It requires all District personnel to check their email twice a day.
4. Drug and Alcohol Policy – it is a new policy which establishes a zero tolerance policy for all Fire Department personnel as well as all employees. This adds for cause testing.
5. Employee Job Descriptions- no changes it just adopts the updated Civil Service job descriptions. He did change the one to FAM UFD, until the retirement of FAM Jones.
6. Mobile Cellular Phones- the only real change is no use of the District Cell phones for personnel use. He added that the District does not encourage employees to take cell phones on

calls for service, training or other duty related assignments which may lead to damage. It takes the liability off of the District.

7. No Smoking Policy- this policy will ban all smoking from all District owned or leased property as well as while employees, volunteers are acting in the capacity of the District. It will also include the use of electronic smoking devices.

8. Non-Employee Visitors- there has been no change to this policy.

9. Operational Guidelines- previous policy stated operational guidelines needed to be provided in writing, it now states that they are available on the web site to everyone, and hard copies will not have to be provided to everyone. In addition, all employees will have to sign and acknowledge that they have seen and are aware of the guidelines.

Motion by Commissioner Coucoules, second by Commissioner Simone to approve all the previously stated policies. All in favor, motion carries.

Motion by Commissioner Simone, second by Commissioner Coucoules to pass a resolution to go into closed session to discuss personnel matters. All in favor motion carries.

ROLL CALL

Commissioner Coucoules (yes) Commissioner Simone (yes)
Commissioner Vannoni (yes)

Meeting called back to order

ROLL CALL

Commissioner Coucoules (here) Commissioner Stout (absent)
Commissioner McCann (absent) Commissioner Simone (here)
Commissioner Vannoni (here)

Commissioner Vannoni said in closed session the Board discussed a leave of absence for FF F. Reiss, for a period of 30 days. The purpose of that is so he could keep his medical benefits, which would be paid by him as allowed by the collective bargaining agreement.

Motion by Commissioner Coucoules, second by Commissioner Simone to approve the 30 day leave of absence for FF F. Reiss, dates to be determined by his transfer. All in favor, motion carries.

Solicitor Carlamere said the Board should entertain a motion of support for the general concept and language of the memorandum of agreement for FF Prendergast, and the Board supports his registration for the classes for the position he wants to obtain. The Board encourages him to file for the registration. If the memorandum is not reached or the terms are not met the Board of Fire Commissioners are not obligated to go forward with the position.

Motion by Commissioner Coucoules, second by Commissioner Simone for the Board of Fire Commissioners to support the general concept and language of the memorandum of agreement , but if the memorandum is not reached or the terms are not met, the Board of Fire Commissioners are not obligated to go forward with the position. All in favor, motion carries.

FF Prendergast asked if he registers for the class, and the position gets denied. He said he will have to make sure that he will not be liable for the fees if the memorandum is denied.

Clerk Fini asked if they could schedule a Special Meeting to get this memorandum of agreement finalized.

Commissioner Vannoni said in light of what happened at the last Special Meeting, he is willing to wait until a Regular Meeting.

With no further business to discuss, the meeting is adjourned.

DATED: September 16, 2015

BY: _____
Michael Simone, Secretary.

