

June 3, 2021 Meeting of the Board of Fire Commissioners

District #3 in the Township of Hanover

County of Morris, Cedar Knolls, New Jersey

The meeting was called to order at 7:00 p.m. on June 3, 2021 in accordance with the Public Meeting Act of 1975, Chapter 231. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

ATTENDANCE: Commissioners Steven Cornine, Mary Lou DeSimone, Michael Dugan Jr., and Robert O'Hare were present. Commissioner James Davidson was absent.

Chief DiGiorgio, Lt. Belott, FF Gilson, EMT Mockler, EMT Perrone, Fire Co. President Hark Jr., Cpt. Thompson, Hanover Township Committeeman Cahill, and Michael Dugan Sr. were also in attendance.

PUBLIC PARTICIPATION: Cpt. Thompson asked to follow up on a couple of questions that he asked six weeks ago. Cpt. Thompson reported that back in January some members were put on COVID leave and then the policy changed and they could come back to work. Cpt. Thompson asked why they were not brought back to work until 10 days after the policy changed and why the taxpayers had to pay the added expense of these members not being brought back to work. Cpt. Thompson also asked if any of these members who were not able to work their other jobs during this 10-day period would be made whole financially. Commissioner O'Hare reported that the Board has not gotten answers back to those questions but will follow up on the initial inquiry. Commissioner DeSimone asked if the Board could have answers by next month. Commissioner O'Hare hoped to have the answers to these questions by next meeting.

Fire Co. President Hark Jr. reported that the Fire Company had a recent resignation of a volunteer member that prompted him to ask for some feedback about his reasons for resigning. President Hark Jr. reported that the volunteer gave the Fire Co. some feedback and indicated that the volunteer would be willing to sit down with the District as well. President Hark Jr. reported that he had received permission to share the feedback he received with the District also. Commissioner Cornine asked the member's name. President Hark Jr. reported

that Jerry Ilaria resigned. Commissioner Cornine confirmed that the Board had a letter of resignation from him and that the Board had recently approved utilizing exit interviews. Commissioner DeSimone noted that the exit interview template might need to be modified for the volunteer members. President Hark Jr. reported that he would send the feedback from his exit interview with Mr. Ilaria to the Board. Chief DiGiorgio reported that the suggestion was that the employee or member meet with their supervisor for the exit interview. Chief DiGiorgio reported that Mr. Ilaria spoke with President Hark Jr. and Asst. Chief Martin about his decision to resign and that the information was passed on to him. Commissioner DeSimone asked if any concerns were brought up that the Board needed to address immediately. Chief DiGiorgio indicated there was nothing based on what was passed on to him by Asst. Chief Martin. President Hark Jr. noted that he just received written feedback from Mr. Ilaria right before this meeting and has not had a chance to read it yet. Commissioner Cornine asked if Mr. Ilaria was requesting to meet with the Board. President Hark Jr. felt that it was more than willing to meet if the Board asked him. Commissioner Cornine reported that the Board would read the written feedback and go from there.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the May 20, 2021 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the May 20, 2021 Regular Meeting. Commissioner Cornine seconded the motion. All were in favor. Commissioner Davidson was absent.

REPORT OF THE TREASURER: The bookkeeper distributed the financial reports for May 2021. Commissioner O'Hare asked the bookkeeper if there were points of note in the reports. The bookkeeper reported that the final May 2021 P&L showed that overall, the District was operating within budget.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his report.

Chief DiGiorgio reported that \$83,495.56 FEMA reimbursement check is in the mail to us after being incorrectly mailed to our EMS billing provider, Revenue Guard. Chief DiGiorgio reported that Commissioner Davidson had asked for the total of the second FEMA reimbursement request submission. Chief DiGiorgio reported that the second request totals \$14,182 and represents expenses incurred between September 1, 2020 and December 31, 2020. Chief DiGiorgio reported that he has not heard back from Millennium on the status of the second submission. Chief DiGiorgio reported that Commissioner Davidson also had asked for clarification that the first reimbursement would go into the surplus account. Chief DiGiorgio reported that the check would be deposited into the Management Account.

Chief DiGiorgio reported that Commissioner Davidson had asked when the second check for the new ambulance would be needed and if we knew what the estimated amount was. Cpt. Thompson reported that he forwarded the information to Commissioner Davidson, who confirmed that he had received it. Commissioner Cornine asked when it was due. Cpt. Thompson reported that the check was due when the ambulance was delivered, which is currently scheduled for late June.

Chief DiGiorgio thanked the Inspection Night Workgroup for the excellent job. Chief DiGiorgio reported that the event was well put together and that there were a lot of moving parts that had to be worked on to pull off the successful evening. Chief DiGiorgio reported that the turnout was slightly lower than expected, most likely due to the inclement weather. Chief DiGiorgio reported that EMT Mockler has reached out to the caterer about some issues with the food. Chief DiGiorgio reported that the caterer responded that he would talk to his staff and get back to us.

Chief DiGiorgio reported that the latest payroll report has been included with the checks for the Board to review as per Commissioner Davidson's request. Chief DiGiorgio reported that he will ask the bookkeeper to include it with the checks at the next meeting as well so Commissioner Davidson can review it.

Chief DiGiorgio reported that the general orders for mask wearing and social distancing have been updated as per the Governor's recent Executive Orders.

Chief DiGiorgio reported that he will continue to revisit and remove outdated orders.

Chief DiGiorgio reported that it was requested that Commissioner Cornine be given access to Power DMS and reported that he was set up in the system. Chief DiGiorgio reported that he will get the login credentials to Commissioner Cornine.

Chief DiGiorgio reported that the Active Shooter Personal Protective Equipment has come in. Chief DiGiorgio noted that these are the vests with the armored plates. Chief DiGiorgio reported that Lt. Belott is working on inventorying them and obtaining a quote for the helmets as previously discussed. Chief DiGiorgio reported that our turnout gear will be reviewed to see how many sets need to be replaced and hoped to have enough remaining in the PPE budget to purchase the helmets. Commissioner DeSimone asked what Active Shooter apparel the District got through the grant. Chief DiGiorgio reported that the District received 30 vests. Lt. Belott reported that he applied for a grant through the Christopher Cosgrove Foundation, Legacy of a Hero, and the District was awarded 30 vests with rifle plates for the rescue task force. Commissioner DeSimone asked if the vests would be worn in case of a situation where there is an active shooter. Lt. Belott confirmed this and reported that he is in the process of coming up with training on the equipment and policies for its use. Commissioner DeSimone asked who would be eligible for the training. Lt. Belott reported that both firefighters and EMS personnel would be eligible. Chief DiGiorgio reported that the use of the vests is more geared toward EMS than fire since EMS is now going into active shooter situations with police as opposed to waiting outside for police to do sweeps. Commissioner DeSimone asked if they were the kind of vest that Par Troy EMS is currently wearing. Chief DiGiorgio reported that they are similar except these are out over vests, plate carriers. Commissioner DeSimone asked if the EMS personnel would wear these vests when they go out in anticipation of an active shooter. Chief DiGiorgio reported that there is a draft policy on when to wear the vest and when not to wear it, under what situation and guidance. Chief DiGiorgio reported that personnel would just not be issued vests and told to wear them when they wanted. Lt. Belott left one of the vests on the table for the Commissioners to examine and reported that personnel would have the vests with them while on shift in case they encountered a situation that met the criteria to wear them. Chief DiGiorgio noted that while the vests were bought as one size

fits most, the vests will be personally issued because they need to be fitted to each individual.

EMS: Nothing to report.

BUDGET: Nothing to report.

PERSONNEL: Commissioner O'Hare reported that the Board had items to discuss in Executive Session.

NEGOTIATIONS: Commissioner Cornine reported that the amended FMBA contract was signed and distributed.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that the district received an estimate on painting the firehouse today and he has not had a chance to go through all of it. Commissioner O'Hare reported that it looks like the painting job will be done next year based on his preliminary look at the estimate.

Commissioner DeSimone asked if the landscaper could trim the bushes around the flagpole because they block the light on the flag. Commissioner O'Hare reported that he will have someone contact the landscaper to get the bushes trimmed.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that he spoke to the mechanic from Fire & Safety about the status of the repairs for the truck. Chief DiGiorgio reported that he made a list of the parts needed for the repair, noting which parts are on order. Chief DiGiorgio reported that he sent the list to the Apparatus Committee and noted that the truck remains out of service but could be utilized in a dire emergency. Commissioner O'Hare asked if there was any timeline on it. Chief DiGiorgio reported that Fire & Safety hoped to receive the parts by the end of the week and that as soon as the parts arrive, they will come install them.

Commissioner DeSimone asked if Ambulance 38 was still out of service. Chief DiGiorgio confirmed that it was still at VCI for repairs. Commissioner DeSimone noted that it was going on its second week out of service and asked if there was an eta on getting it back. Chief DiGiorgio was not sure and reported that he would follow up. Commissioner O'Hare asked what the problem was with the

ambulance. Lt. Belott reported that it was an electrical issue. Commissioner DeSimone asked if the staffing schedule was being adjusted since there is only one apparatus. Lt. Belott reported that the same amount of people were scheduled to work. Commissioner DeSimone asked if there were three EMTs working were all three going out on calls or was one staying behind. Lt. Belott reported that having three EMTs on duty was not a common occurrence. Commissioner DeSimone asked to talk to about it with Lt. Belott later.

INSURANCE: Nothing to report.

BY-LAWS: Commissioner DeSimone reported that she has to talk with Commissioner Davidson about some changes that she would like to make.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Cornine reported that the committee has not yet met. Fire Co. President Hark Jr. reported that he spoke with Administrator Schultz and they are working on a power point to present to the committee and hope to meet before the next meeting. Commissioners Cornine and DeSimone reported that the agenda incorrectly reflects Commissioner Davidson is on the committee instead of the two of them.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Chief DiGiorgio reported that Administrator Schultz has asked that dates be added to the boxes of the records that are being destroyed and then at the point that the data needs to be submitted to the State for destruction approval.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Committeeman Cahill reported that 2 or 3 weeks ago the judge on the Township's Round 3 Affordable Housing Plan and noted that this is the catalyst for all the new development that was discussed at the Joint Fire Prevention meeting earlier tonight. Committeeman Cahill reported that from this point forward, until Round 4 negotiations being in 2025, the Township will no longer be compelled to change zoning or to accommodate anything regarding affordable housing. Committeeman Cahill reported that until 2025 the Township will have more control over development in Town and hopefully give the Fire Districts time to catch up with the emergency services that will be required for the new development that is going in.

MEMORIAL DAY COMMITTEE: Chief DiGiorgio reported that he had no further updates.

OLD BUSINESS: None.

NEW BUSINESS: None.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, June 17, 2021 at 7:00 P.M at the firehouse.

The next Joint Fire Prevention Board Meeting will be held on September 13, 2021 at 6:30 P.M. at the Whippany Firehouse.

PUBLIC PARTICIPATION: Michael Dugan Sr. asked Committeeman Cahill the reason that the Township gave up the Township Personnel that used to manage affordable housing for the Town. Committeeman Cahill reported that the township has a person in place that is the liaison for affordable housing, Shelby Snow. Michael Dugan Sr. asked if she handles who gets affordable housing. Committeeman Cahill reported that there is a lottery system and she has no control over who gets affordable housing but does manage the lottery system. Michael Dugan Sr. asked if this meant the Township's system was no longer tied in with Dover. Committeeman Cahill reported that not to his knowledge.

RESOLUTIONS: Commissioner O'Hare asked if the Board had any objections to approving the resolutions by consent agenda. The Board agreed.

Commissioner Cornine read Resolution 21-06-03-58 authorizing the destruction of records.

Commissioner Cornine read Resolution 21-06-03-59 authorizing a Conditional Offer of Employment be extended to J. Kruse. Commissioner DeSimone asked if this person was interviewed by a panel. Chief DiGiorgio reported that he was interviewed by Lt. Belott and himself. Commissioner DeSimone asked if this was going to be the regular interview panel. Chief DiGiorgio reported that under the current circumstances where the District is short staffed, this was the format the we utilized to ensure that the hiring process moved along. Chief DiGiorgio reported that the District could go back to a panel interview process if the Board wants to but he felt this was the best way to move the process along under the

current circumstances. Commissioner DeSimone felt that the District should be consistent in their interview process and if there was previously a 4-person panel interview, then this should continue to be the process now. Chief DiGiorgio reported that the District could go back to that and asked to talk about the process off line.

Commissioner Cornine read Resolution 21-06-03-60 accepting the resignation of K. Hughes.

Commissioner Cornine read Resolution 21-06-03-61 accepting the resignation of G. Ilaria.

Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Davidson was absent.

EXECUTIVE SESSION: Commissioner Cornine read Resolution 21-06-03-62 to enter into executive session. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor. Commissioner Davidson was absent. The Board went into closed session at 7:36 p.m.

Personnel matters were discussed. Action will not be taken.

The Board came out of closed session at 8:10 p.m.

ADJOURN: A motion was made by Commissioner Dugan Jr., seconded by Commissioner Cornine, to adjourn the meeting. All were in favor. Commissioner Davidson was absent. The meeting was adjourned at 8:11 p.m.

Respectfully submitted by

Steven Cornine, Secretary