

November 17, 2022 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 November 17, 2022 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 Mary Lou DeSimone, Michael Dugan Jr., Robert O'Hare, and Shawn Waldron were present. Commissioner Steven Cornine were absent.

Chief DiGiorgio, Administrator Schultz, Lt. Belott, FF Martin, FF Ujfalussy, Fire Co. President James Hark Jr., Hanover Township Committeeman Cahill, Fire Co. Member Keyser, and Mr. Dugan Sr. were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the November 3, 2022 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the November 3, 2022 Regular Meeting. Commissioner O'Hare seconded the motion. All were in favor. Commissioner Cornine was absent.

REPORT OF THE TREASURER:

Commissioner Waldron reported that the District is operating within budget.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio submitted his Bi-Monthly report on November 11, 2022 and submitted Lt. Belott's report on November 14, 2022. Chief DiGiorgio had the following additions to his report.

Chief DiGiorgio reported that all the exercise equipment will be leaving the premises in the next couple of days along with an old BBQ grill.

Chief DiGiorgio reported that the snowblower, salter and plow were removed from the tent. Chief DiGiorgio reported that the plow is going to Shaw's Garage for its annual maintenance.

Chief DiGiorgio reported that he has the reviews for the 2 firefighters that are due to come off probation and he will forward them to the Personnel Committee. Chief DiGiorgio reported that he will have the remainder of the reviews completed by mid-December.

Chief DiGiorgio reported that he attended the League of Municipalities Convention. Chief DiGiorgio reported that there was a seminar yesterday on the future of Volunteer Fire & EMS which was standing room only. Chief DiGiorgio reported that the 2 members from the DCA were on the panel that presented the seminar and that some of the initiatives that Hanover Township were included in the seminar presentation. Chief DiGiorgio reported that there was a seminar today on Shared Services and there was an overview of the consolidation between Maplewood and South Orange Fire & EMS services. Chief DiGiorgio reported that he had the opportunity to speak with the Director of DCA and she said that they will be getting back to Hanover Township about the list of questions that were submitted to them before the December 1, 2022 meeting.

Commissioner DeSimone asked if there were any questions for Chief DiGiorgio. There were no questions.

EMS: Nothing to report.

BUDGET: Commissioner Waldron reported that there are weekly meetings to make sure that we are operating within the 2022 budget and to work on the 2023 Budget.

PERSONNEL: Commissioner O'Hare reported that he had something that needed to be discussed in Executive Session.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Waldron reported that there was a meeting on Monday night and he informed the volunteers that the District is in the process of hiring a FF/EMT and that the Board expects to make a conditional offer of employment tonight. Commissioner Waldron reported that Chief DiGiorgio told the volunteers that Lt. Sulpy had been promoted. Commissioner

Waldron reported that there was a short insurance discussion and the Board received some information that was turned over to our insurance liaison.

BUILDINGS AND GROUNDS: Commissioner Waldron reported that the bay door was replaced but that it is not the correct door. Lt. Belott reported that the contractor knows that they received the wrong door and when they receive the correct one they will come back to replace the door. Lt. Belott noted that the contractor installed the wrong door to ensure that the ambulance was protected from the elements until the correct door arrives. Lt. Belott noted that the door will not be identical to the other doors because it is a different manufacturer.

APPARATUS/EQUIPMENT AND MAINTENANCE: Nothing to report.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Jr. reported that the Consolidation Committee will meet in again in 3 weeks.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner DeSimone reported that a meeting with the DCA will be held on Thursday, December 1, 2022.

Commissioner Waldron reported that the Board has still not heard back from Dr. Gluckman regarding the forms that he requires. Commissioner Waldron reported that he does have a list of the exams that Dr. Gluckman requires from the 2019 Policies & Procedures manual. Commissioner Waldron reported that under New Business he has 1 question and probably a proposal. Commissioner DeSimone asked if there was any reason that Dr. Gluckman does not respond to Commissioner Waldron's inquiries. Commissioner Waldron reported that he did not know the reason but that he is done chasing him. Administrator Schultz reported that he spoke with Dr. Gluckman yesterday and sent him copies of District medical forms for him to review. Commissioner Waldron noted that he is still going to ask for something under New Business.

Commissioner DeSimone reported that Par Troy has gotten back on the question from the Board on the possibility of scheduling an additional date for Core Competency Training but noted that it took them 7 weeks to respond.

Commissioner DeSimone suggested that the Board look into moving the Core Competency Training back to the Cedar Knolls Fire Department because there is no reason why this District needs to deal with Par Troy. Commissioner DeSimone noted that the District has a new lieutenant responsible for EMS and a training coordinator and felt that the 2 individuals could come up with a program.

Commissioner Waldron noted that by Board policy Dr. Gluckman as our Medical Director has to approve the training program. Commissioner Waldron remembered that the last time the District was going to provide the EMS Competency training, it was originally approved by Dr. Gluckman but he later changed his mind and sent the members to Par Troy for training. Commissioner Waldron reported that he does not have an issue with utilizing Par Troy for the training if they will agree to split the training between the 2 firehouses.

Commissioner DeSimone still felt it was worth a shot to do the training in house. Commissioner DeSimone asked that Lt. Sulpy and the training coordinator put together a proposal and have Dr. Gluckman review it. Commissioner Waldron felt that Lt. Sulpy could contact Dr. Gluckman to see if the two of them could put a plan together.

Chief DiGiorgio reported that Mr. Trimboli reviewed and sent the forms for the Professional Standards Policy back to the Board on Monday. Chief DiGiorgio reported that once the forms are reviewed by the District, Mr. Trimboli said he would put the whole packet together for the District.

NEW BUSINESS: Commissioner Waldron reported that he would like to get our attorney's opinion on any liability exposure for the District if the policy regarding annual physicals were changed. Commissioner Waldron noted that this District is one of only three statewide that require annual physicals. Commissioner Waldron reported that he spoke with Commissioner Cornine who stated that the department he is affiliated with requires a physical when someone joins the department provides an annual physical to members if they want them. Commissioner Waldron noted that members could also go to their personal physician but that it would not be paid for by the department. Commissioner Waldron reported that a member could also choose not to get a physical. Commissioner Waldron proposed that the Board consider changing the policy to require a physical from the Board Medical Provider when joining the department

to ensure that members are capable of doing the 14 essential functions of a firefighter or that an EMT is capable of doing that job and after that members are on their own. Commissioner Waldron felt the policy on annual physicals should be amended to allow paid annual physicals through the Board Medical Provider but if members did not want to go they would not be required to do so. Commissioner Waldron asked for the Board's opinion. Administrator Schultz noted that the Board could choose to change their policy on annual physicals at any time. Commissioner Waldron and Administrator Schultz agreed to meet and sort out the conflicting titles of Medical Provider and Health & Safety Officer contained in the District Policies & Procedures Manual and the annual resolutions. Commissioner Waldron reported that the discussion on annual physicals will be revisited at the December 1 meeting.

Administrator Schultz asked permission to publish notice of a Special Election on December 15 from 6 P.M. to 9 P.M. for the purpose of establishing Capital Monies in the 2023 Budget. The Board granted permission.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, December 1, 2022 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Thursday, December 1, 2022 at the District 3 Fire House at 6:30 P.M.

The Annual Tree Lighting will be held on Saturday, November 26, 2022 at 6:00 P.M. at the Cedar Knolls Fire Station.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Dugan Jr. read Resolution 22-11-17-80 authorizing a COE for Firefighter /EMT be extended to J. Yen. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor. Commissioner Cornine was absent.

EXECUTIVE SESSION: Commissioner Dugan Jr. read Resolution 22-11-17-81 to enter into executive session. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor. Commissioner Cornine was absent.

The Board went into closed session at 7:30 p.m.

Personnel matters were discussed, and action will not be taken.

The Board came out of closed session at 8:50 p.m.

ADJOURN: A motion was made by Commissioner DeSimone, seconded by Commissioner Waldron, to adjourn the meeting. All were in favor. Commissioner Cornine was absent.

The meeting was adjourned at 8:51 p.m.

Respectfully submitted by

Steven Cornine, Secretary