

June 2, 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 June 2, 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 Steven Cornine, Mary Lou DeSimone, Michael Dugan Jr., Robert O’Hare, and Shawn Waldron were present.

Chief DiGiorgio, Administrator Schultz, Fire Co. President James Hark Jr., and Michael Dugan Sr. were also in attendance.

DEPART FROM REGULAR AGENDA: Commissioner Cornine presented Jason Cirillo and Kyle Blanchfield with certificates of recognition for achieving the level of Eagle Scout on behalf of the Board.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: Chief DiGiorgio read a letter of appreciation from a wife whose husband was in a very bad car accident in April 2022 for the care and comfort that her husband received at the scene. Chief DiGiorgio reported that husband would like to meet the first responders to thank them personally and that he would coordinate with the family, Fire District 2, and Lt. Belott to find a good time for them to meet with the family.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the May 19, 2022 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner O’Hare made a motion to approve the minutes from the May 19, 2022 Regular Meeting. Commissioner Waldron seconded the motion. All were in favor. Commissioners Steven Cornine and Michael Dugan Jr. abstained.

REPORT OF THE TREASURER:

Commissioner Waldron reported that the District is operating within budget and that EMS income is a little above budget. Commissioner Waldron noted that even with a chimney repair that was costlier than expected, the District is doing well.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly report on May 27, 2022. Chief DiGiorgio had the following additions to his report.

Chief DiGiorgio thanked Fire Co. President Hark Jr., Commissioner Waldron and the remainder of the members who put together the Memorial Service on Friday night to memorialize two of our fallen members over the past year.

Chief DiGiorgio reported that he forwarded the Board a copy of a Lexipol paper on performance evaluations for the Board to read since performance evaluations have been a topic of conversation recently.

EMS: Commissioner O'Hare asked for a status on implementing the additional skills of aspirin and albuterol now that Narcan has been implemented. Chief DiGiorgio reported that he had hoped to have the annual competencies done and use that as a jump off for implementing the new skills but the competencies have been pushed to September. Chief DiGiorgio reported that he will speak to the Medical Director about moving some of the things forward. Commissioner O'Hare noted that the goal was one a quarter. Chief DiGiorgio reported that he will see about achieving the goal.

Chief DiGiorgio reported that during the meeting with Coronis a discrepancy between the number of calls and the calls that were transmitted to Coronis. Chief DiGiorgio reported that FF Sulpy identified the discrepancy and the additional calls were sent to Coronis and hopefully they can tell us why the calls were missed.

BUDGET: Nothing to report.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Waldron reported that the Recruitment and Retention Seminar scheduled for June 4 has been cancelled due to a lack of interest. Commissioner DeSimone asked if it was going to be

rescheduled. President Hark Jr. reported that he spoke to Administrator Schultz about any other options in the area but the June 4 seminar is not going to be rescheduled. Administrator Schultz reported that he reached out to the company that was presenting the June 4 seminar and they are going to send him all the information including the cost. Administrator Schultz reported that the information will be presented at the Fire Chiefs meeting next Wednesday and approach the County to run the seminar perhaps in conjunction with neighboring counties.

Commissioner Waldron reported that the Memorial Service and BBQ on Friday night was very enjoyable and he felt the attendees had a lot of fun.

BUILDINGS AND GROUNDS: Commissioner Waldron reported that the contractor for the chimney repair provided an initial quote of \$1600 to recap the chimney, put a cover on the 2nd flue, and reset some of the top bricks. Commissioner Waldron reported that when the chimney was originally done the interior inside the brick and around the flues was filled with several feet of junk material such as old concrete and rocks. Commissioner Waldron reported that the contractor gave the District 2 options to fix the debris problem and hopefully fix the leak. Commissioner Waldron explained how the contractor took off 8 inches of material, got rid of the debris, fixed the top half of the flue, sprayed the flue to seal it, and put a cap on the chimney. Commissioner Waldron reported that the other option would have been to take the chimney off at the roofline and redo it but that would have cost \$25,000 as opposed to the \$8,500 for the repair.

Commissioner Waldron reported that on Friday before the Memorial Ceremony the landscaper came to trim the bushes, plant flowers, and mulch.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Cornine had nothing to report other than what was in the Chief's report.

Commissioner DeSimone reported that Ambulance 32 is less than a year old and already has had 2 incidents where it was damaged. Commissioner DeSimone asked if it could possibly be because staff have not been properly trained as drivers. Chief DiGiorgio reported that everyone was trained on driving Ambulance 32 and the training was signed off on by Lt. Belott. Chief DiGiorgio reported that in the 1st incident the garage door button was stuck so when the door went up it came right back down. Chief DiGiorgio reported that the in the

2nd incident the button to close the door was pushed and the ambulance went out. Chief DiGiorgio reported that the garage door did not fully close, it then went back up but stopped opening with about 3-4 inches still down. Chief DiGiorgio reported that when the EMTs returned and saw the door up, they backed in and hit the door. Chief DiGiorgio felt that in both incidents it was not operator error but an issue with the garage doors. Commissioner Waldron noted that there is also an issue with the garage door remotes so for months the crew have to push the wall button to open and close the doors. Chief DiGiorgio reported that he will check with Lt. Belott on the remotes.

Commissioner DeSimone asked for the status of having Chief DiGiorgio's vehicle decaled. Chief DiGiorgio reported that the decals have been ordered.

Jason Cirillo and Kyle Blanchfield thanked the Board and left the meeting.

INSURANCE: Commissioner O'Hare asked Administrator Schultz for an update of the search for a new Workers Comp provider. Administrator Schultz reported that the District is going to end up back in assigned risk and he is sending out payroll figures that are needed to calculate a premium.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Jr. reported that the Consolidation Committee will be meeting on Tuesday, June 7. Commissioner Cornine reported that the Planning Committee has to schedule a meeting since they have not met recently.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner O'Hare asked whether the District has gotten a docket number for the destruction application. Administrator Schultz reported that we do have a docket number but the auditor, Ms. Lee, cannot see our documents on the State site. Administrator Schultz reported that he will work on getting the auditor access tomorrow.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner DeSimone reported that she gave each Board member and Chief DiGiorgio a packet of sample performance reviews that she

found. Commissioner DeSimone asked the Board and Chief DiGiorgio to review the packet and the performance reviews that have previously been handed out so that the Board can decide on which one to use at the next meeting.

Commissioner DeSimone thanked the firefighters who have started taking down the holiday lights. Fire Co. President Hark Jr. reported that Fire Co. member Vagell asked that the career staff remove the lights and put them in the truck bay for the Holiday Tree Committee to sort through.

Commissioner DeSimone reported that she is still seeing different uniforms on individuals working here instead of everyone wearing the same uniform on a particular day. Chief DiGiorgio reported that this is being addressed.

Commissioner DeSimone asked if the lieutenants would be deciding on which days to wear shorts now that the weather is getting warmer. Chief DiGiorgio reported that he and both lieutenants are working to update the policy and he will have something for the Board to look at for the next meeting. Commissioner Waldron reported that there has never been uniformity in uniforms amongst the staff and cited that if the firefighters are wearing long pants and button down shirts they do not match the EMT uniform of PDUs and a polo shirt.

Commissioner Waldron felt that uniformity looks great but that it does not work for the District. Commissioner Waldron reported that he spoke to Chief DiGiorgio about having the EMTs wear shorts but noted that he is getting some push back from some EMTs that do not want to wear shorts. Commissioner Waldron reported that it does not make sense that a lieutenant who is sitting in air conditioning and wants to wear long pants should make a firefighter who is working outside in 87-degree heat also wear long pants. Chief DiGiorgio reported that these are operational concerns and that he is dealing with it. Chief DiGiorgio reported that the Board gets to make the decision on the uniform and he will stand behind the decision. Chief DiGiorgio felt that if there are individuals that feel the need to circumvent the chain of command and bring issues directly to the Board, then the chain of command needs to be addressed for those individuals. Commissioner Waldron felt that uniform issues that make employees uncomfortable need to be addressed. Chief DiGiorgio agreed and noted that he has an open door policy about discussing issues. Chief DiGiorgio felt that this issue could be discussed outside the public meeting. Commissioner Waldron felt that the Board needed to discuss whether they wanted to force employees to

wear shorts and if the Board wants to continue to try to make every employee look alike. Commissioner DeSimone reported that her concern with the uniform policy was when she comes here and sees someone in a polo shirt, someone else in a short sleeve button up, and a third person in long sleeve button up with the sleeves rolled up. Commissioner DeSimone wanted to know what the uniform of the is in that instance but noted that she does not want to make employees uncomfortable either. Commissioner Waldron felt that the District has to either follow the rules or abandon the rules. Chief DiGiorgio recommended that he and Commissioner Waldron work together to try to come to some agreement for the next meeting. Commissioner Cornine volunteered to sit in on the discussions.

Commissioner Waldron asked about the cleanup of PowerDMS being complete because he just got a notification from it on PASS devices the other day that was revised in 2018. Chief DiGiorgio reported that he noticed that some documents in PowerDMS were held in a draft format and were just released with a new revision date.

Commissioner Waldron asked to have a discussion on the lieutenant job description in executive session.

NEW BUSINESS: Commissioner DeSimone asked if FF Vagell could add recruitment reminders on the electronic sign one week each month. Chief DiGiorgio said he would speak with FF Vagell.

Commissioner Cornine reported that Chief Perrello proposed jointly purchasing a used compressor for a donated SCBA filling station and would bring quotes to both Boards.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, June 16, 2022 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Monday, September 12, 2022 at the Whippany Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: Mr. Dugan Sr. reported that if the uniform policy had everyone in long pants and a button down shirt over a t-shirt there should be no issues. Mr. Dugan Sr. reported that individuals could then remove the button

down shirt while in the firehouse if they wanted. Mr. Dugan Sr. felt this would be a simple fix. Commissioner DeSimone thanked Mr. Dugan Sr. for his input.

RESOLUTIONS: Commissioner Cornine asked if anyone had objections to approving the resolutions by consent agenda. There were no objections.

Commissioner Cornine read Resolution 22-06-02-41 amending the Volunteer Incentive Program.

Commissioner Cornine read Resolution 22-06-02-42 authorizing a COE be extended to Volunteer Bromley.

Commissioner O'Hare made a motion to introduce the resolutions, seconded by Commissioner Cornine. All were in favor.

EXECUTIVE SESSION: Commissioner Cornine read Resolution 22-06-02-43 to enter into executive session. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor. The Board went into closed session at 7:55 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 8:55 p.m.

ADJOURN: A motion was made by Commissioner DeSimone, seconded by Commissioner O'Hare, to adjourn the meeting. All were in favor.

The meeting was adjourned at 8:57 p.m.

Respectfully submitted by

Steven Cornine, Secretary