

Minutes of Regular Meeting December 10, 2014

PRESENT: Commissioners Nappi, Murray, Daly, Weitz and Chairman Woehrle.

Also Present: Secretary Versocki, Attorney Hayner, Treasurer Splendido, Chief Lingenfelter
Chief Dietrich and Captain T. Congdon.

The Meeting was called to order at 6:57 p.m. by Chairman Woehrle.

Motion/ Murray, 2nd/ Daly: To approve the minutes of the November 12, 2014 regular monthly meeting as read. Passed 5-0.

CORRESPONDENCE:

- The 2013 Annual Report from The Fire Districts of New York Mutual Insurance Co. Inc..
- The 2013 GBFC audit for Fire District records.
- A letter from The GBFC stating their choices for 2015 chiefs. They are: Chief – David Dietrich, 1st Assistant Chief – OPEN and 2nd Assistant Chief – Kevin McGill.
- A letter from The GBFC announcing their choices for Social, Fire Line and EMS line officers for 2015.

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Commissioner Woehrle stated that he has reviewed all the bills.

Motion/ Murray, 2nd/ Daly: To pay bills for corresponding check #'s 14300 -14336
From November 13 thru December 10, 2014 totaling \$45,691.13 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Commissioner Murray Reported:

- The reserve accounts were reviewed.
- The Building Addition/Renovation project was reviewed.
- The comparison sheets for November 2013 vs.2014 were reviewed.
- Budget versus actual expenses through November 2014 were reviewed. We are 92% through the year and when subtracting reserve account spending we have spent 93.8% of the budget.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE:

Commissioner Daly Reported:

- Last month, Commissioner Murray suggested looking into current insurance coverage for vehicles. I am still working on an accurate quote and will have a report at our January meeting.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Ambulance 941 is back in service.
- Truck 405 is anticipated to be back in service this week.
- The surplus chassis from A-941 was sold to Cahill's Garage for \$1575.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- Personal protective equipment required for handling of patients exposed to Ebola was received and training is being conducted on its use and applicability.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- The elevator lubrication and survey service agreement with Otis is due for renewal. I am recommending approval of the agreement at an annual cost of \$1140 with the agreement to commence on February 28, 2015.
- Based on the incident investigation conducted subsequent to the injury of firefighter O'Donoghue, it is recommended that we install additional anchor points to facilitate a more effective firefighter belay system. The installation would include adding a total of 6 anchor points to the training area for use in a variety of training initiatives. I am recommending acceptance of the attached proposal from Sweat & Sweat welding for installation of the anchor points at a cost of \$1350.00.

Commissioner Nappi Reported:

- In addition to the proposal from Swett & Swett for The PETZL training, I feel that a certified trainer should be hired to facilitate effective training initiatives. All commissioners concurred with this idea.
- I would like to see additional lighting on the south and north ends of The Balltown Rd. station especially during bad weather conditions. A discussion on the subject followed.
- City Glass should be contacted to finish the store front window water leak.

ELECTIONS:

Commissioner Nappi Reported:

- Congratulations to Dr. Weitz for being successfully re- elected as Commissioner.
- I would like to thank Secretary Versocki for his help making this year's election a success.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- The Inspection of both stations will take place on January 31, 2015. We will meet at The Balltown Rd. station at 10 am.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Healthcare Reimbursement Account forms are being collected from the retirees and forwarded to Capital Financial for processing.
- Capital Financial flexible spending program enrollment forms have been emailed out to all current employees.
- Two *Assistance to Firefighters Grant* program applications have been submitted as outlined in my 11/17/2014 email to the board and staff. As we are the lead agency on the Lucas CPR device grant, it is recommended by the AFG that a memorandum of understanding be executed between the lead agency and each participating agency which outlines the funding requirements for each agency and the administration of the grant funds should they be awarded. We have 9 agencies participating in the application. We are also required to sign a MOU as a participant in the Lifepak 15 AFG in which Schenectady Fire Department is serving as the lead agency. A draft of each agreement was reviewed by Attorney Hayner and modified as recommended. (see attached) I am requesting authorization to execute the necessary memorandums of understanding with Schenectady Fire Department and each agency participating in the grant AFG application for Lucas CPR devices.
- **Firefighter Matt O'Donoghue is recovering from his training injury.**
- Firefighter/Paramedic Pelliccia suffered an injury during response to calls on November 22, 2014. He has been cleared to return to work on December 16, 2014.
- Captain/Paramedic Vena suffered a minor injury while working on November 28, 2014. He was treated and immediately returned to duty.
- 2015 duty shifts have been assigned.
- Request authorization to attend the NYS Career Fire Chiefs meeting on January 27th, 2015 at a cost not to exceed \$200.
- Request authorization for Captain Congdon to attend the FDIC conference in Indianapolis, IN from April 22, 2015 – April 25, 2015 at an approximate cost of \$1949 including registration, travel, lodging, and meals.

- Request authorization to send up to four members to the Company Officers Leadership Training (COLT) sponsored by NYS AFC and being held in Albany on February 6th and 7th, 2015 at a cost of \$175 per person and if needed 16 hours of OT/career member.
- The annual Toys for Tots Stuff the Truck campaign was held on November 29th.

- Department Activity

	<u>2014</u>	<u>2013</u>	
November Incidents	139	130	
EMS	94	91	
Fire/Other	45	39	
YTD Incidents	1697	1813	(11/30)
Other Activities:			
Emergency Callback		14	Hours
Fire Company Drill		105	Hours
Fire/EMS/Codes In-Service Training		88	Hours
Fire Company Drill		77	Hours
Fire/EMS/Codes In-Service Training		46	Hours

Report of the Niskayuna Permanent Fireman’s Association: No Report.

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Murray, Second/ Daly: As recommended by the AFG, we authorize a memorandum of understanding be executed between the lead agency (Niskayuna Fire District No. 1) and each of the 9 participating agencies which outlines the funding requirements and the administration of the grant funds should they be awarded. Passed 5-0.

Motion/ Murray, Second/ Daly: To sign a MOU as a participant in the Lifepak 15 AFG in which Schenectady Fire Department is serving as the lead agency. Passed 5-0

Motion/ Murray, Second/ Nappi: To accept the attached proposal from Sweat & Sweat welding for installation of the anchor points at a cost of \$1350.00. Passed 5-0.

Motion/ Nappi, Second/ Weitz: To authorize the hiring of a certified instructor to train the trainer in the PETZL escape system utilizing the additional anchor points being added at a cost not to exceed \$2,000.00. Passed 5-0.

Motion/ Weitz, Second/ Nappi: To renew the elevator lubrication and survey service agreement with Otis at an annual cost of \$1140 with the agreement to commence on February 28, 2015. Passed 5-0.

Motion/ Daly, Second/ Nappi: To authorize Chief Lingenfelter to attend the NYS Career Fire Chiefs meeting on January 27th, 2015 in Westchester, NY at a cost not to exceed \$200. Passed 5-0.

Motion/ Nappi, Second/ Daly: To authorize sending up to four members to the Company Officers Leadership Training (COLT) sponsored by NYSAFC and being held in Albany on February 6th and 7th, 2015 at a cost of \$175 per person and if needed 16 hours of OT/career member. Passed 5-0.

Motion/ Daly, Second/ Nappi: To authorize Captain Congdon to attend the FDIC conference in Indianapolis, IN from April 22, 2015 – April 25, 2015 at an approximate cost of \$1949 including registration, travel, lodging, and meals. Passed 5-0.

Motion/ Nappi, Second/ Weitz: To adjourn to executive session at 7:30 pm. Passed 5-0.

During Executive Session commissioner Murray left meeting.

Motion/ Nappi, Second/ Weitz: To return to regular session session at 7:47 pm. Passed 4-0.

Commissioner Woehrle reminded the board of the following dates:

The Organizational Meeting - Monday January 5, 2015 beginning at 5:00 pm.

Motion/ Weitz, Second/ Nappi: To adjourn the meeting at 7:48 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday January 14, 2015 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary