

Minutes of Regular Meeting April 10, 2019

PRESENT: Commissioners Daly, Weitz, Pacheco and Chairman Woehrle

Also Present: Chief Lingenfelter, 1st Assistant Chief Luft, Attorney Hayner, Treasurer Splendido and Secretary Versocki.

The Meeting was called to order at 7:00 p.m. by Chairman Woehrle.

Commissioner Murray is excused from tonight's meeting.

Motion/ Pacheco, 2nd / Daly: To approve the March 13, 2019 monthly meeting minutes. As read.
Passed 4-0.

CORRESPONDENCE:

- A notice from the Schenectady County Civil Service Commission stating Niskayuna Fire District No. 1 has 16 names appointed or employed in positions and places at the rate of compensation shown in accordance with Civil Service law and are members of an appropriate retirement system certified through January 1, 2020.
- A letter from Candidate Joyce Petkus asking for support and vote for her bid running for AFSNY Secretary/Treasurer.
- A thank you card from Chief Fritz for flowers and expressions of sympathy for the passing of his father.
- A thank you card from former Commissioner Tom Nappi for the honors bestowed upon him at The 2019 Installation Dinner.
- A letter of thanks for medical services provided to Joy Nyman of 1149 Ruffner Rd. Niskayuna, NY 12309.

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Pacheco, 2nd / Daly: To pay bills for corresponding check #'s 167411 – 16781 From March 13, 2019 thru April 10, 2019 totaling \$83,984.10 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of March were reviewed.
- The comparison sheets for March 2019 vs.2018 were reviewed.

- Budget versus actual expenses through March 2019 were reviewed. We are 25% thru the year and 29.2% of the budget has been spent.
- We have received 100% of our tax levy.
- I received a draft copy of our financials and everything looks normal. I will receive the actual report by our next meeting.

ATTORNEY’S REPORT:

Attorney Hayner Reported:

- I am currently working on the NYS mandated Sexual Harassment Policy blending with an Anti-Hazing policy.

Commissioner Pacheco discussed cyber insurance policy coverage. There is a questionnaire asking questions about our current cyber security which determines coverage needs. Commissioner Pacheco agreed to complete the questionnaire for an idea of our needs and costs associated with a policy.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE:

Commissioner Pacheco Reported:

- Chief Lingenfelter and I met with our insurance agent John White, to review our current policies. There were some easy changes made.
- There was a discussion about our Employee Dishonesty Coverage and Employment Practices.
- Commissioner Pacheco also discussed full replacement value building insurance for The Balltown Rd. Station. He recommended we increase that policy from 5 million dollars (\$5,000,000.00) to 7 million dollars (\$7,000,000.00) with an additional cost of \$970.00 annually.
- Additionally, Commissioner Pacheco stated that The River Rd. station is properly insured.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The clutch fan has been installed on Engine 401. Notable improvement to the heater effectiveness and operating noise environment.
- Tahoe up fitting is under way with Specialized Vehicle Up-fitting. Anticipate a late April completion.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- The County continues working toward upgrading the radio system to 800 MHZ.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- The patient restraint straps on all stretchers have been upgraded to a new more effective design to enhance patient and provider safety.

HEALTH & FITNESS: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- The underground culvert which runs under the River Rd. station driveway is raising the asphalt.

Chief Lingenfelter Reported:

- Bellamy Roofing has begun repairs to the Balltown road station roof leak damage.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- The Staffing for Adequate Fire and Emergency Response (SAFER) grant application was completed and submitted requesting funding for two additional firefighter/paramedics. Letters of support were requested from Senator Schumer and Senator Tonko's offices.
- Commissioner Pacheco and I met with John White and Deb Darmetko from the One Group regarding our insurance renewals.
- Ask Commissioner Woehrle to request the current eligible candidate list from Civil Service for Firefighter/paramedics and begin the process of canvassing candidates and conducting CPAT if needed to generate a certified list for hiring.
- 7 members will be attending The Active Attack Integrated Response Course (AAIR) course in Watervliet this Thursday and Friday. It is a 16 hour performance level direct delivery course designed to improve integration between law enforcement, fire, tele-communicator and emergency medical services (EMS) in active attack / shooter events.
- We have been experiencing an increase in EMS responses to cover for the lack of Mohawk Ambulance availability. Will be meeting with SFD and Mohawk Ambulance next week to discuss.
- NFD 1 was called in to assist with and Engine to two recent fires in the City of Schenectady. No injuries to our personnel and operations went smoothly. Engine 401 did make contact with a civilian's vehicle while maneuvering on scene and a police report was generated. The vehicle had left prior to us being made aware of the incident so the extent of damage if any is unknown. Insurance company will be notified should they file a claim. No damage was sustained to the engine.

- Request authorization for the chief to enter into a mutual aid agreement with Duanesburg Ambulance Corps. For provision of emergency medical services.
- Request authorization to attend the Volunteer and Combination Officer Symposium in Clearwater Beach from November 14th thru 17th at a cost of \$2135.00 including registration, lodging, travel, and meals. Conference request form has been submitted.
- 2019 year to date incident participation report is attached. Approximately 17% of the incidents had no volunteer response.

Chief Luft Reported:

- We have many activities requiring coverage; including – Niska-day, Pedal, Paddle and Run and the Cherry blossom Festival.
- I will be attending The NYS Chief’s Convention and attending a class there. I would like permission to utilize a district vehicle for travel.

• Department Activity	<u>2019</u>	<u>2018</u>
February Incidents	203	220
EMS	144	152
Fire/Other	59	68
Total YTD	580	564 (3/31)

Other Activities:

Emergency Callback	37 Staff Hours
Department Training	239 Staff 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/ Pacheco, Second/ Daly: To authorize Chief Lingenfelter to enter into a mutual aid agreement with Duanesburg Ambulance Corps. For provision of emergency medical services. Passed 4-0.

Motion/ Daly, Second/ Pacheco: To authorize Chief Lingenfelter to attend the Volunteer and Combination Officer Symposium in Clearwater Beach from November 14th thru 17th at a cost of \$2135.00 including registration, lodging, travel, and meals. Passed 4-0.

Motion/ Weitz, Second/ Pacheco: To increase the Balltown Rd. station replacement insurance to the full value of seven million dollars (\$7,000,000.00) for an additional cost of \$970.00 annually. Passed 4-0.

Motion/ Weitz, Second/ Daly: To authorize Chief’s Lingenfelter and Luft to utilizing a district vehicle for travel to The NYS Chief’s Convention. Passed 4-0.

Motion/ Pacheco, Second/ Daly: To authorize Board Chairman Woehrle to request the current eligible candidate list from Civil Service for Firefighter/paramedics and begin the process of canvassing candidates and conducting CPAT if needed to generate a certified list for hiring. Passed 4-0.

Motion/ Daly, Second/ Weitz: To request Secretary Versocki draft a letter authorizing Commissioner Pacheco to vote in the NYS Association of Fire Districts on behalf of District No.1. Passed 4-0.

Motion/ Pacheco, Second/ Daly: To adjourn the meeting at 7:50 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday May 8, 2019 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki