

Minutes of Regular Meeting June 12, 2019

PRESENT: Commissioners Daly, Weitz, Pacheco and Chairman Woehrle

Also Present: Chief Fritz, 1st Assistant Chief Luft, Captain J. Vena, Captain T. Congdon
Treasurer Splendido and Secretary Versocki.

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

Commissioner Murray arrived at 7:07 pm.

Motion/ Daly, 2nd/ Pacheco: To approve the May 8, 2019 monthly meeting minutes. As read.
Passed 4-0.

CORRESPONDENCE:

- A thank you card from Secretary Versocki & family for a fruit basket and expressions of sympathy for the passing of his mother-in-law.
- A thank you card for medical services rendered to the Chapados family of 1558 Valencia 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 16819 – 16871 From
May 9, 2019 thru, June 12, 2019 totaling \$250,342.49 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of May were reviewed.
- The comparison sheets for May 2019 vs.2018 were reviewed.
- Budget versus actual expenses through May 2019 were reviewed. We are 42% thru the year and 40% of the budget has been spent.

ATTORNEY'S REPORT:

Commissioner Woehrle Reported:

The final version of the unlawful workplace harassment policy is being passed out to each of you.

Look it over and we will adopt this policy at the July business meeting.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter's Report:

- Warranty work on window control switches was completed on the ambulances.
- Pump testing was completed on Engine 402 and Truck 405. Engine 401 will be done at a later time. It was not available for testing due to active calls.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- The District webpage is outdated and no one can access the current page. I recommend either fix the issue or completely remove it. After some discussion it was decided to fix the issue. Commissioner Woehrle will contact New Key Media for a meeting with appropriate personnel.

EMS & EQUIPMENT:

Chief Lingenfelter's Report:

Captain Vena and FF/Paramedic Wessels have completed their evaluation of ballistic vests and EMS trauma kits to enhance our ability and personal safety when responding to incidents where an elevated risk to Fire and EMS responders exists. (Attached) The project intent is to provide the protective vests on apparatus likely to respond to these types of events. The ambulances, utility vehicles, chief's cars, and the first due engine would be outfitted totaling 20 vests and medical kits at a cost of approximately \$878.50 per riding position. **Request authorization to purchase 20 armored vests and associated medical bags & equipment at a cost not to exceed \$18,000 subsequent to a permissive referendum to expend the funds from our equipment reserve account.** The vests are available on NYS Contract.

HEALTH & FITNESS: No Report.

FACILITIES:

Commissioner Pacheco Reported:

- Currently, the uniform room has displaced the Auxiliary storage room in the mezzanine. In order to move the uniform storage room back to it's original location, some changes need to be made. I will work on these changes and speak to Chief Lingenfelter about a plan.

Chief Lingenfelter's Report:

- The electric eye controlling the exterior lighting at Balltown Road Station was replaced.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter's Report:

- 5 of the candidates who responded to the canvas letters sent out by civil service are being considered. Two have completed their CPAT and are able to be certified on the eligible list. The other three are scheduled to complete their CPAT on June 27th. Captain Congdon will be transporting them to Utica Fire Academy for the CPAT. Interviews are currently scheduled for July 8th in anticipation of an appointment decision at the July 10th board meeting. **Request authorization for Captain Congdon to utilize a district vehicle to transport the three candidates for CPAT testing in Utica on June 27th.**
- Many departments have instituted testing in recent years and law enforcement has had a long history of it. The testing is administered after a conditional offer due to the inclusion of medical information in the evaluation. Public Safety Psychology is located in Albany and currently conducts testing for the Niskayuna PD. They specialize in public safety candidate evaluations both pre-employment and in service referrals. The testing takes most of a day to conduct and includes a written evaluation combined with an oral interview. Results are available by phone that day with a mailed copy shortly thereafter. Civil Service confirmed there is no restriction on including the psychological testing in the hiring process however it cannot be used to remove someone from the eligible list unless it is in the test announcement. Psychological testing of the FF/Paramedic candidate receiving a conditional offer would cost the district approximately \$300.
- Personnel responded to the recent shooting at the Hillcrest Village Apartments on Hillside Ave. No injuries were sustained however the scene became chaotic shortly after our arrival requiring a rapid removal of the patient and crew from the scene.
- FF Powers is often approached by some of our members looking for guidance in improving their physical fitness for firefighting. She has an interest in providing the support, especially to our female members who have gravitated to her for advice however she would like to be better trained to provide that support. A peer fitness trainer program is being offered in Gates, NY in July. The NPFA understands the importance of firefighter fitness and has supported her in this effort by covering the training program registration cost. **Request authorization to send Firefighter/Paramedic Shannon Powers to a Peer Fitness Trainer program in Gates NY from July 21st thru 26th 2019 at a cost of \$1067.69 including travel, food, and lodging. The NPFA has covered the \$1000 registration cost.** Two shifts will require OT coverage.
- Niska-day and the Pedal Paddle Run were supported last month. Our staffing was very light however with assistance from East Glenville FD, Stanford Heights FD, Scotia FD, Alplaus FD, and NFD 2 we were able to cover the events. East Glenville, Scotia, and Alplaus provided specialized response resources.

- Captain Vena attended the EMS Charts conference in Charlotte, NC last month. EMS charts is the program we are currently using for our patient care reports and are looking to expand into other IT needs. Captain Vena has compiled a 10 page report of his notes and information which is available for review if interested.
- I attended the NYS Fire Service Government Affairs Day in Albany on May 20th. Legislative items supported included the EMS billing for fire districts and the adjustments to last year's volunteer firefighter cancer legislation that would streamline the process of determining eligible members. Details are available if interested.
- I attended the Schenectady County Legislature Committee meeting on June 3rd along with police chiefs, sheriffs, and fire departments in support of the UCC Director's proposal for a new public safety radio system for the county.
- **Request authorization for Captain Vena, Lt. Griffiths, and myself to attend the NYS Fire Marshalls Conference in Syracuse from 9/10/2019 – 9/12/2019 at a cost not to exceed \$700 per person including registration, lodging, and meals.** Conference provides the annual 24 hours of required code enforcement in service training.
- 2019 year to date incident participation report is attached. Approximately 17% of the incidents had no volunteer response.

Chief Fritz Reported: No Report.

Chief Luft Reported:

- Our agency was recognized by the town board for being awarded the Schenectady County EMS agency of the year for 2019. The county will also be recognizing us at the legislative meeting on 6/11/19. The "Your Niskayuna" published a short article and picture as well as a Face book post from the gazette.
- The current ambulance stretchers have no way to secure children up to 10 years old. With the increased transport of children to avoid serious liability I am requesting the District purchase Three (3) Pedi-Mate infant harness systems at a cost of \$330.99 each. The Grand Boulevard Fire Company granted a motion to purchase three (3) Pedi-Mate child harness systems.

• Department Activity	<u>2019</u>	<u>2018</u>
May Incidents	210	186
EMS	146	125
Fire/Other	64	61
Total YTD	989	920 (5/31)

Other Activities:

Emergency Callback	18 Staff Hours
Department Training	222 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/ Murray, Second / Pacheco: To authorize Captain Congdon to utilize a district vehicle to transport the three candidates for CPAT testing in Utica on June 27th. **Passed 5-0.**

Motion/ Pacheco, Second / Murray: To authorize psychological testing for the current and all future firefighter/paramedic hiring process as a post offer condition for appointment with Niskayuna Fire District No. 1. **Passed 5-0.**

Motion/ Daly, Second / Pacheco: To authorize sending Firefighter/Paramedic Shannon Powers to a Peer Fitness Trainer program in Gates NY from July 21st thru 26th 2019 at a cost of \$1067.69 including travel, food, and lodging. The NPFA has covered the \$1000 registration cost. **Passed 5-0.**

Motion/ Daly, Second / Pacheco: To authorize a permissive referendum to purchase twenty (20) armored vests, associated medical bags and equipment at a cost not to exceed \$18,000.00 and to purchase three (3) Pedi-Mate infant harness systems not to exceed \$1,000.00, for a total of \$19,000.00. **Passed 5-0.**

Motion/ Daly, Second / Murray: To purchase twenty (20) armored vests, associated medical bags and equipment at a cost not to exceed \$18,000, under NYS contract. Subject to permissive referendum. **Passed 5-0.**

Motion/ Daly, Second / Pacheco: To purchase three (3) Pedi-Mate infant harness systems not to exceed \$1,000.00, Subject to permissive referendum. **Passed 5-0.**

Motion/ Pacheco, Second / Daly: To authorize Captain Vena, Lt. Griffiths, and Chief Lingenfelter to attend the NYS Fire Marshalls Conference in Syracuse from 9/10/2019 – 9/12/2019 at a cost not to exceed \$700 per person including registration, lodging, and meals. **Passed 5-0.**

Motion/ Daly, Second/ Pacheco: To adjourn the meeting at 7:38 p.m. **Passed 5-0.**

The next Regular Meeting will be held on Wednesday July 10, 2019 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki