

Minutes of Regular Meeting April 8, 2020

PRESENT: Commissioners Daly and Chairman Woehrle

Commissioners present via Cisco WebEx: Commissioners Murray and Pacheco.

Also Present: Chief Lingenfelter and Secretary Versocki.

Also present via WebEx – Treasurer Splendido, Attorney Hayner, Chief Fritz and Cpt. Vena.

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

Commissioner Weitz was absent and excused.

Motion/ Murray, 2nd/ Pacheco: To approve the March 11, 2020 monthly meeting minutes.
As amended. Passed 4-0.

CORRESPONDENCE: NONE

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Murray, 2nd/ Pacheco: To pay bills for corresponding check #'s 17297 – 17336 From
March 12, 2020 thru April 8, 2020 totaling \$146,400.06 as reviewed. Passed 3-0-1.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of March 2020 were reviewed.
- The comparison sheets for March 2020 vs.2019 were reviewed.
- Budget versus actual expenses through March 2020 were reviewed.
We are 25% thru the year and have spent 28% of the budget due to front loaded payments.

Treasurer Splendido also reported:

- I will check with the auditor for any results.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE:

Commissioner Pacheco Reported:

- We received the insurance coverage invoice.
- At our last meeting the question about new discovery law coverage was asked. After checking with One Group Insurance; Utica National Insurance Company provides \$10,000.00 coverage at no additional cost.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- All ambulances were decontaminated by Specialized Vehicle Up fitting (Niskayuna Tire) at no cost to the district.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- I met with the UCC Director and the county fire coordinator to discuss the 800 MHz Radio System programming format for fire service radios. The project is on schedule.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- The “Technimount” LP 15 Stretcher mounts have been installed on all stretchers.
- The ballistic vests have been delivered. Will be working on training and deployment.

HEALTH & FITNESS: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- IT issues with internet at River Road Station have been corrected.
- Bids were opened for the town’s gasoline distribution system upgrade which includes the installation of a gasoline tank at the River Road Station. The bids came in approximately \$25,000 over the grant funding. The town is asking us to contribute up to \$1000 towards that cost difference. The amount was based on current gasoline consumption by our department compared to all others. Recommend the board authorize up to \$1000 towards completion of the gasoline tank system.

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:

- Probationary FF/Paramedic Marc Vinehout's fire academy has been postponed until a June start date due to COVID-19.
- Participated in an applicant briefing by DHSES and FEMA for disaster declaration DR4480 and completed the initial registration process for access to the Grants Portal and Request for Public Assistance. Our registration has been approved. This will allow NFD 1 to submit expenses related to COVID-19 for reimbursement.
- Certified Laboratory registration renewal completed and mailed to DOH with payment.
- With the exception of our response to emergencies, the vast majority of our efforts over the past 4 weeks have been to prepare for and respond to the COVID-19 pandemic. The activities have been summarized in the three situation reports that were distributed to all personnel and staff over the last three weeks. Key activities include:
- Continuous intelligence gathering on the virus, treatment, and protective measures for our personnel and community.
- Collaboration with local, county, regional, and state agencies.
- Procurement of personal protective equipment.
- Refresher training on PPE usage and updates with respect to COVID-19 specific concerns.
- Restricting access to district facilities and increased frequency for cleaning.
- Planning for the possibility of reduced staffing availability.

Our responders and administrative staff should be commended for their diligence in adjusting to the ever changing work environment and their perseverance in the face of very stressful situations.

- 2020 year to date incident participation report is attached. Approximately 27% of the incidents had no volunteer response. We noted a significant drop in call volume last month which is being mirrored across the state with the exception of New York City. Based on CDC recommendations, age, and/or pre-existing conditions, a number of our volunteers have chosen to limit their response to calls.

Department Activity	<u>2020</u>	<u>2019</u>
March Incidents	163	203
EMS	114	143
Fire/Other	49	60
Total YTD	534	580 (3/31)
Other Activities:		
Emergency Callback		36 Staff Hours
Department Training		439 Staff Hours

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Murray, Second/ Daly: To authorize up to \$1000 towards completion of the gasoline tank system. Passed 4-0.

Chief Lingenfelter – I would like to commend Captain Vena for his efforts to prepare and maintain the District's medical response in light of the COVID-19 pandemic situation.

Motion/ Daly, Second/ Pacheco: To adjourn the meeting at 7:28 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday May 13, 2020 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki