



Winslow Township Fire District #1



January 28, 2009
Winslow Township Fire District #1
9 Cedar Brook Road
Sicklerville, New Jersey 08081

WORKSHOP MEETING

WINSLOW TOWNSHIP, FIRE DISTRICT #1

LOCATION OF MEETING: Winslow Township Municipal Building Courtroom

OPENING OF MEETING:

Chairman Sirolli called the meeting to order at 6:30 p.m.

SALUTE TO FLAG:

All present pledged their Allegiance to the Flag of the United States of America.

ROLL CALL:

Commissioner Gallo, present
Secretary Mammucari, present
Treasurer Pantalone, present
Commissioner Passarella, present
Chairman Sirolli, present

OTHER OFFICIALS PRESENT:

Acting Chief Michael Scardino, Winslow Township Fire Department
Lorraine Pataky, Administrative Clerk

OPEN PUBLIC MEETING ANNOUNCEMENT:

This meeting was being conducted in full compliance with the "Open Public Meeting Law," and that Notice was sent to the Courier-Post and Record Breeze. In addition, due Notice was posted on the Official Bulletin Board of Winslow Township and no smoking was permitted in the room during the meeting. Chairman Sirolli announced where the emergency exits were.

Administrative Office

9 Cedar Brook Road • Sicklerville, New Jersey 08081
609-561-4225 • FAX 609-561-5823 • E-mail firedistrict@winslowtwpfd.org

Chairman Sirolli

N.J. Course Announcement- A discussion ensued on the course announcement. Administrative Clerk Pataky initially spoke on the circumstances surrounding Michael Scardino's title that resulted in the Department of Personnel (DOP) granting his title as Fire Official UFD. Administrative Clerk Pataky explained that DOP stated the highest ranking promotional exam the Chief can take is Battalion Chief. The three (3) employees, who are able to take the exam for Battalion Chief and Captain, are Marc Rigberg, Frank Friend, and Michael Scardino. It was explained to the Board that the issue now posed is that there is only one position open for Battalion Chief that all three are eligible for. Administrative Clerk Pataky suggested to the Department of Personnel and Board members that the Fire District have two (2) vacancies for Battalion Chief allowing for 2 appointed positions. Discussions were then held on the option of waiving the testing due to the fact that there were only two (2) eligible employees and two (2) Battalion Chief positions available. Chairman Sirolli noted that the Captain's position would fall under the same scenario. The Board decided to entertain a motion during the Regular Monthly Business meeting.

2009 Tax Net Valuation- Board members reviewed the information provided by the Township. Chairman Sirolli indicated that the state will make adjustments to the Fire District's budget due to the amount provided to the District by the Township.

Department Meeting in February 2009 –Letter to Members on Dept. Issues/Goals- The Board agreed that a Department meeting will be held on Wednesday, February 25, 2009 at 7:30 p.m. A letter will be sent to the members advising same. Chairman Sirolli requested the Chief assemble an agenda for the meeting.

Replacement of Fire Director- Chairman Sirolli announced that he contacted the consulting firm, ESCi, to pursue a quotation for finding a replacement Director of Fire Service. The Chairman explained that the firm would provide advertisement, execution of testing and interviews, background investigations if the Board chooses to have them performed, and contract negotiations. ESCi will narrow the list of applicants down to three (3). Chairman Sirolli advised that he had spoke to Chief Finley, Chief Saraceni, and one other company who provides an evaluation of this nature, at a cost of roughly \$15,000. The Board reviewed the quote provided by ESCi. Four (4) options were listed on the proposal. Commissioner Gallo questioned if time constraints were limited on the proposal. He was advised that the contract will hold until the firm finds a replacement. The estimated timeframe to find a candidate was in the area of six to nine months. The Board discussed the job description to be utilized and the boards past experience of hiring two (2) chiefs to no avail. Then addressed were the interview process. The Board decided to entertain a motion during the regular monthly meeting.

Portable Radios/Pager Request- Chairman Sirolli announced that the Fire District received a request from the Director of Camden County Public Safety for portable radios and pagers. Chief Scardino will research the inventory and report back to the Board.

Station 4 Request for Meeting- Chairman Sirolli spoke on Station 4's request to meet with the Board in reference to the station lease payment. Chairman Sirolli and Secretary Mammucari will meet with Station 4 members some time in February.

Vice Chairman Passarella

Shared Services- No report.

Meeting with Station 1- Commissioner Passarella requested the Board schedule a meeting for Station 1 to address the acquisition of their building. This meeting will be scheduled in the near future.

Treasurer Pantalone

LOSAP- Treasurer Pantalone announced that the members have 30 days to present LOSAP appeals.

Secretary Mammucari

Office Trailer- Secretary Mammucari advised that he is in the process of working on insulating the pipes under the trailer so that the skirting may be installed. He indicated that this would take place in the next few days.

Chairman Sirolli on behalf of the Board thanked the Career staff, Captain Friend, and Office Staff for their participation in the office move.

Assistant Sec./Treasurer Gallo

Long Range Planning Committee- Commissioner Gallo announced that the next Long Range Planning Committee meeting will be held on Wednesday, February 18th.

Administrative Clerk Pataky

Information Technology- Administrative Clerk Pataky spoke on a small issue concerning a virus. Emtec will be out to work on the concerns. Firehouse Software updates will be done at this time.

Administrative Clerk Pataky then announced that Verizon will be calling to provide a firm commitment date for installation of the permanent T-1 line. Clerk Pataky also addressed the issue with Station 3's server interruption. After apologizing for the interruption of service, Administrative Clerk Pataky advised that Comcast will be out tomorrow to run lines for service to Station 3's building.

Office Trailer- Administrative Clerk Pataky advised that the issue concerning the water and restrooms are being addressed.

Acting Chief Scardino

Inspector's Course- Chief Scardino provided course announcement information to Board members. The course was said to commence February 11th and close sometime in June.

Redeployment of Career Crew, Station 9- Chief Scardino reported that Battalion Chief Rigberg is currently working on the career staff's redeployment plan to take effect February 1. The career staff that deploy out of Station 3 will then deploy out of Station 9.

Meeting at Alarm Room Concerning Chesilhurst Boxes- Acting Chief Michael Scardino announced that he had met with Captain Jankowski of the Camden County Alarm room concerning the alarm room boxes for Chesilhurst calls. Letters were also distributed to inform everyone that the Winslow Township Fire Department are now providing fire protection services for this area.

Meeting with Ancora Fire Chief- Chief Scardino announced that he will be meeting with Ancora Fire Department's Fire Chief to discuss accommodations to provide services in their community. Additional information will follow.

Officers 2009- Chief Scardino spoke on the Battalion Chief assessment to be held this Saturday. The assessment process will be conducted as previously done.

Awards Ceremony- Chairman Sirolli made inquiry of when the award's ceremony will be held. Chief Scardino advised that a date had not been chosen and he has not received any responses back on the nominations or volunteers to head the committee. Chief Scardino requested assistance to work on the committee. Commissioner Passarella will work with Acting Chief Scardino. Chairman Sirolli will then assist Administrative Clerk Pataky.

Station Concerns- Chairman Sirolli addressed the list of station concerns. The Board requested Acting Chief Scardino's responses to the issues pertaining to the Chief's area. Acting Chief Scardino will provide his responses to the Board.

Staffing- Chief Scardino briefed everyone on a 24-hour plan submitted by the career staff. Immediately following the submittal of the plan other issues arose concerning Station 7 of which were successfully resolved. The Chief spoke on the difficulties between the hours of midnight and six o'clock a.m. with the time frame being a very high risk period. Acting Chief Scardino then spoke on contract areas that would need to be addressed, as well as station concerns. It was then the Chief's recommendation to for the Board to take the steps necessary to investigate the career staff providing 24 hour coverage. Commissioner Passarella spoke on his concerns of taking over the stations. Discussions were then held on data statistics. Then addressed were contract negotiations with the careers staff. Chairman Sirolli felt that if the Chief was not comfortable in meeting with the career staff to begin negotiations, then two commissioners should meet. The Fire District's obligations of sending apparatus out on the calls, was also addressed.

Chief Scardino referenced the Fire District's consultant report. He then spoke on the many attempts to rejuvenate the duty crew program for volunteers have been made.

The Board decided to entertain a motion during the Regular Monthly Business Meeting for approval.

ADJOURNMENT:

Chairman Sirolli entertained a motion to adjourn the meeting in order to begin the monthly meeting. A motion was made by Commissioner Gallo to adjourn the meeting at 7:50 p.m. Commissioner Passarella seconded the motion. All were in favor.

Prepared by: pj
Reviewed by: VJM

P:\minutes\workshop\1.28.09