

October 24, 2022

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
WORKSHOP MEETING OCTOBER 24, 2022

Meeting ID: 840 9850 6833

Passcode: 98694

Board Chairman Robert Schoen called the regular meeting of the Board of Fire Commissioners of Florence Township Fire District No. 1 to order at 7:00 pm. After saluting the flag, the following statement of compliance with the New Jersey Open Public Meetings Act was read by the chairman:

“This meeting is being held in accordance with the New Jersey Open Public Meetings Act. Notice of this meeting has been placed on the department’s website, Facebook account, the Township calendar, and the Township website. Furthermore, it has been published in the Burlington County Times and the Trenton Times.”

**ROLL CALL: Present** – John Fratinardo, Andrew Popso (Virtual), Jason Ryan (Virtual), Robert Schoen, and Steven Taylor.

**Absent:** None

Also in attendance: Administrator Robert Tharp, Jr., Firefighter T. Estelow (3091 Shop Steward), Firefighter B. Blackwell and EMT A. Earls.

**MINUTES:**

Approve minutes of the previous meeting, October 10, 2022, regular meeting:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve the minutes of the previous meeting October 10, 2022, regular meeting. The motion carried unanimously.

**PRESENTATION OF BILLS:**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to pay all the bills as presented. The motion carried unanimously.

**MEMBERSHIP APPLICATIONS:**

1. Applicant for EMS Division: Andrew Tolstoy in medical phase.
2. Applicant for EMS Division: Daniel Meyers in medical phase.
3. Applicant for EMS Division: Kyle McQueen in medical phase.
4. Applicant for EMS Division: Mary Phuangthong interview scheduled.

**FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp**

1. Since our last meeting, there have been 24 fire assignments:
  - a. The second-alarm fire at 37 Tollgate Place- Fire Marshal Richardson did the property loss tabulation, and that property loss is at 1.4 million dollars’ worth of property that was lost from that second-alarm fire.
2. Engine 4011- the engine has been rebuilt. There was additional warranty work that was done. The engine header was replaced and it has been returned to service. It is currently taking in assignments.

3. The Department participated in the funeral service for Chief Viereck from Endeavor, he was a past chief. The Ladder Tower participated in hanging the colors. The Department covered and attended. It was well attended by our members.
4. As you saw, we have four applicants that have moved forward in the hiring process. Two are currently in the orientation process. Hopefully in the next couple of weeks, we will have six new EMT's that will be able to add to the schedule.
5. Mr. Tharp attended the Professional Firefighter's Association of New Jersey's Valor Award Dinner which honored Firefighter Cunningham and Firefighter Fyler.
6. The awards for the Department ceremony at the dinner on November 19<sup>th</sup>, Chief Rzomp submitted them and the EMS Division has submitted them, to get those awards ready for presentation.
7. The Fire Prevention Open House is this Friday, October 28<sup>th</sup> at 1700 hours.
8. Also, a note that EMT and Captain Brian Schwarz from our EMS Division has been nominated by his employer, Brick Township, as one of the five finalists for EMT of the Year. That is awarded in Atlantic City in November.
9. Our Swift Water Awareness Class that was hosted here was well attended.
10. Tomorrow Mr. Tharp is having a meeting with the office of Homeland Security Preparedness Division of Fire Safety to discuss Active Shooter Incident Management Training that would be coordinated between us, our EMS Division, and the Police Department.
11. The lower roof that had a leak that was causing internal damage. Lt. Shoen and Mr. Tharp were able to secure an available contractor that had the material and could do the work right away. That repair was done last week, and the roof has done a good job of keeping the water out from the last storms.
12. Again, we have been notified by the Township that this will be a polling place on the Election on November 8<sup>th</sup> of this year. The building needs to be open at 05:00 in the morning. Polling is from 06:00AM to 08:00 PM.

#### **OLD BUSINESS:**

1. Closed Session from October 10, 2022, personnel discussion resolved.

#### **NEW BUSINESS:**

1. Motion to approve **RESOLUTION 2022-46 APPROVING EMS DIVISION OPERATIONAL POLICY 1133 QUALITY MANAGEMENT**. A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to approve **RESOLUTION 2022-46 APPROVING EMS DIVISION OPERATIONAL POLICY 1133 QUALITY MANAGEMENT**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
2. Motion to approve **RESOLUTION 2022-47 APPROVING EMS DIVISION OPERATIONAL POLICY 1158 TRANSPORTATION OF SERVICE DOGS**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve **RESOLUTION 2022-47 APPROVING EMS DIVISION OPERATIONAL POLICY 1158 TRANSPORTATION OF SERVICE DOGS**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

3. Motion to approve **RESOLUTION 2022-48 APPROVING EMS DIVISION OPERATIONAL POLICY 1106 NJ OFFICE OF EMERGENCY MEDICAL SERVICES INSPECTION**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve **RESOLUTION 2022-48 APPROVING EMS DIVISION OPERATIONAL POLICY 1106 NJ OFFICE OF EMERGENCY MEDICAL SERVICES INSPECTION**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
4. Motion to approve **RESOLUTION 2022-49 APPROVING EMS DIVISION OPERATIONAL POLICY 1105 NJ DEPARTMENT OF HEALTH OFFICE OF EMERGENCY MEDICAL SERVICES REGULATORY COMPLIANCE**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve **RESOLUTION 2022-49 APPROVING EMS DIVISION OPERATIONAL POLICY 1105 NJ DEPARTMENT OF HEALTH OFFICE OF EMERGENCY MEDICAL SERVICES REGULATORY COMPLIANCE**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
5. Motion to approve **RESOLUTION 2022-50 APPROVING EMS DIVISION OPERATIONAL POLICY 1115 TRAINING REQUIREMENTS**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve **RESOLUTION 2022-50 APPROVING EMS DIVISION OPERATIONAL POLICY 1115 TRAINING REQUIREMENTS**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
6. Motion to approve **RESOLUTION 2022-51 APPROVING EMS DIVISION OPERATIONAL POLICY 1135 EMERGENCY VEHICLE OPERATION**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve **RESOLUTION 2022-51 APPROVING EMS DIVISION OPERATIONAL POLICY 1135 EMERGENCY VEHICLE OPERATION**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
7. Motion to approve **RESOLUTION 2022-52 APPROVING EMS DIVISION OPERATIONAL POLICY 1160 ABUSE, ASSULT AND CRIME SCENE OPERATIONS**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve **RESOLUTION 2022-52 APPROVING EMS DIVISION OPERATIONAL POLICY 1160 ABUSE, ASSULT AND CRIME OPERATIONS**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
8. Motion to approve **RESOLUTION 2022-53 APPROVING EMS DIVISION OPERATIONAL POLICY 1188 INFECTION CONTROL AND UNIVERSAL PRECAUTIONS**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve **RESOLUTION 2022-53 APPROVING EMS DIVISION OPERATIONAL POLICY 1188 INFECTION CONTROL AND UNIVERSAL PRECAUTIONS**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
9. Motion to approve **RESOLUTION 2022-54 APPROVING ENROLLMENT BY THE FIRE DISTRICT INTO THE NJ STATE DISABILITY INSURANCE PROGRAM AS**

**PER CONTRACT WITH IAFF LOCAL 3091 SHOP 40 FIREFIGHTERS.** A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to approve **RESOLUTION 2022-54 APPROVING ENROLLMENT BY THE FIRE DISTRICT INTO THE NJ STATE DISABILITY INSURANCE PROGRAM AS PER CONTRACT WITH IAFF LOCAL 3091 SHOP 40 FIREFIGHTERS.** Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0

**GOOD OF THE BOARD:**

The Fire Department will participate in the Red Ribbon Week ceremony at the Roeling Elementary School on October 24<sup>th</sup>.

**MEETING OPEN TO THE PUBLIC:**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to open the meeting to the public. The motion carried unanimously.

Hearing none,

A motion was made by Commissioner Fratinardo and seconded by Commissioner Ryan to close the meeting to the public. Motion carried unanimously.

**CLOSED SESSION:**

1. Adopt **RESOLUTION 2022-55 DISCUSS PERSONNEL, CONTRACT, AND PERSONNEL ADMINISTRATIVE POLICIES.**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-55 DISCUSS PERSONNEL, CONTRACT, AND PERSONNEL ADMINISTRATIVE POLICIES.** Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

Note: Action may be taken after closed session.

7:11 pm Closed session began.

7:36 pm Closed session ended.

2. A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to come out of closed session. The motion carried unanimously.

**ADJOURNMENT:**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to adjourn the meeting. Motion carried. The meeting adjourned at 7:36 pm.

Respectfully submitted,  
Taylor Borgstrom-VanDoren  
Administrative Secretary