

St. Paul Boulevard Fire District
Minutes of the 1177th Regular Meeting of the Board of Fire Commissioners
Cooper Road Firehouse, 433 Cooper Road
February 24, 2020

The meeting was called to order at 5:00 PM by Chairman Harvey

Attendance: Chairman Harvey, Commissioners P. Cooke, Turner, Haas, Shafer, Treasurer Sienkiewicz, Deputy Treasurer Joe DeMart, Administrator/Secretary Riley, Chief Dyrland, Deputy Chief Line, Captain Semmler, Lieutenants Christian, Spatola and Firefighter Mackaravitz.

Excused: None

Absence: None.

Pledge: The pledge of allegiance was led by Chairman Harvey.

Moment of Silence: A moment of silence was held in memory of all deceased members of St. Paul Blvd. Fire District.

The Board also recognized the public service to the community of the present and future members of the St. Paul Blvd. Fire District

Public Appearances: Igor Zubrzycki of 23 Mayville Lane and Bobby Rinck of 83 Oakridge Drive.

At this time, the Chairman recognized Mr. Rinck who asked to speak to the Board. Mr., Rinck introduced himself as a past member of St. Paul Blvd. Fire Department. He has held several fire service positions. His reason to speak to the Board was on behalf of the Patriot Guard Riders which he is a member of. This organization provides support to veterans 'and their families. The group motto is "Help on The Home Front".

The primary goal of the organization is to improve the quality of life for veterans. Mr. Rinck outlined examples of the services that they presently provide. He then introduced a new venture that the Patriot Guard Riders are offering for free. This service is to perform small tasks at the home of the veterans such as making repairs to the front steps into the home. He asked that as first responders from St. Paul consider notifying his organization when recognizing such a need exist when they respond to the home. Several of the Board members and Officers asked questions and were provided answers. Mr. Rinck ended by passing out his business cards and thanked the Board for their time.

Lt. Christian asked to speak to the Board regarding an incident that occurred on the morning of 02/20/2020. St. Paul Blvd. responded to a 60-year-old male with acute asthma exacerbation. Our EMTs quickly identified the patient to be in extremis and began care. Their quick diagnosis and aggressive treatment are rarely found in BLS first response agencies.

The County Medical Director and our Senior Paramedic from Monroe Ambulance reviewed the EMS chart from the call and both recognized the exemplary work performed by Lt. DeWitt and Firefighters B. O'Neal, and Allen who recognize quickly the care that this patient needed and

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acted accordingly. It is not often that the regions medical director gives kudos to our crews shows the level of training we receive and the quality of service our EMT's provide.

Prior minutes:

The minutes of them January 27, 2020 Commission meeting are in the Board members folders. A motion by Commissioner Turner and 2nd by Commissioner Shafer to approve the minutes was carried 5-0.

Correspondence and Petitions:

Incoming:

On 02/18/2020 from Rochester Regional Health Occupation Medicine, a medical clearance was received for Firefighter McMahon to Return to Duty without restrictions

Received the March AFDSNY Newsletter. A copy is in the Chairman's folder.

Received from Uof R Medicine the fully executed EAP contract of 2020.

From the New York State Department of Labor our 2020 Unemployment Insurance rate with the explanation and computation of the rates broken down.

Received from the New York State Department of Labor, Public Employee Safety and Health (PESH) information regarding free consultation assistance with a number of training topics. I have provided copies of this information to Chief Dyrland, Deputy Line and Captain Semmler.

From the Town of Irondequoit, the annual notice for the 2020 upcoming Primaries and General election dates requesting the use of our fire station for a polling site.

On January 29, 2020, a FOIL request was received from Cellino & Barnes Attorney Office in reference to a call on Camp Eastman Way that occurred on 10/03/18. After reviewing the request and with the Chief's direction, I released the report by FAX Incident Report 2018-001540 to the requestor.

Outgoing: None

Chief's Report:

Chief Dyrland reported the fire district responded to 173 alarms for the month of January with 102 being EMS. Mutual aid was received 8 times and given 10. There were 17 simultaneous alarms for the month. There were 19 lift assist this month. A complete detailed run summary is included with these minutes.

Chief Dyrland also reported on the following items:

- Captain Semmler and I have been meeting with ISO for our rating review. Our Fire District ISO rating is currently a 3.
- The New York State Chiefs Show is scheduled for 6/10 – 6/13.

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- Monroe County Fire Chiefs reported the new radio system has been operating with no issues.
- The Chief's Association reports volunteer firefighter numbers are still declining county-wide.
- Preparations are being made for the projected high-water levels in Lake Ontario.

Deputy Chief's Report:

Deputy Chief Line reported on the following items:

- The volunteer staffing turn-out for emergencies does not show any significant improvement. The Chief and his Line Officers have been encouraging the volunteers to watch for the When to Work program notifications. He is very glad to learn that the Fire District is exploring the Staffing for Adequate Fire and Emergency Response (SAFER) grant program.

At this time, Commissioner Turner made a motion 2nd by Commissioner Shafer to continue the three (3) engine company staffing on a short-term basis. He also stated he will schedule a Workshop with the Board to talk about the long-term strategy/plan on this topic. This motion carried 5-0.

Captain's Report:

Captain Semmler reported the following:

- Following with professional initiatives and development with the career firefighter in the 4th quarter of 2019 and the 1st quarter of 2020, 520 hours of leadership training earning 46 credits of college level training has been completed.
- Additionally, Lt. DeWitt our MTO, has issued the annual 2019 training report that has a total of 4505 hours of fire training with 2,722 outside. The details and complete 2019 training report is included with these minutes.
- Two grants are being sought: 1). The Staffing for Adequate Fire and Emergency Response (SAFER). And the Regional AFG grant for Accountability. Grant writers are assisting.
- Fire Chief of Barnard Fire District has requested that St. Paul Blvd. serve as their primary fill-in to their station for all working fire declarations.

At this time, Commissioner Turner made a motion 2nd by Commissioner Shafer to approve this request. On the question, Commissioner Harvey asked if the volunteers would be included to fill the crew for this and Captain Semmler said yes. The motion was carried 5-0.

- The 1st Battalion social is Sunday, March 22nd at Sea Breeze.
- There are two SOPs documents for tonight meeting. 1). A draft revision to the District Travel Policy General Order #8.3 and 2). A Best Practice #5.2 regarding Attendance Records.

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Report of the Attorney:

Commissioner Turner reported that he has spoken to our attorney at Harris Beach about the Tort claim filed/received by certified mail from a resident at 1000 Eagle Ridge Circle. Additionally, there is a conference call scheduled for this Thursday with our carrier at Utica to discuss our position with this matter. At this time, Chairman Harvey stated that Commissioner Turner will be the Fire District point of contact regarding this matter.

Report of Secretary:

(see Report of District Administrator).

Communications & IT: Commissioner Shafer reported on the following:

- Greenlight has been installed at CRFH. Verizon is the backup.
- iPads have been received and installed.
- The radio cases are in and have been distributed.
- Awaiting on the arrival of the new PCs
- The upgrade for the obsolete CRFH phone system is being designed for future consideration.

Apparatus, Equipment & Insurance: Commissioner P. Cooke report on the current status of the fleet.

- Truck 150 will be having the new repeater installed this week. Engine 153 will follow soon.

Personnel:

Commissioner Turner reported to the Board that the final technical review for the Business Manager's position was completed for all four candidates The Board did conduct a second interview with Mr. Igor Zubrzycki on Thursday, February 20th.

At this time, Commissioner Turner made a motion 2nd by Commissioner Harvey to appoint Mr. Igor Zubrzycki of 23 Mayville Lane to the full time Business Manager's position with a start date of Monday, March 30, 2020. The motion carried 5-0. The pay and benefits afforded this position is outline in the acceptance letter signed by the Chairman and Mr. Zubrzycki.

Executive Session: At 5:55 pm Chairman Harvey moved the meeting at the request of Chief Dyrland to an Executive session to discuss a personnel related matter. At 6:02 pm the Executive session was terminated.

Health, Fitness & Wellness Committee Items

Commissioner Harvey reported the annual on-site physical schedule date for 2020 is all set. Members will be received notification when their physical is scheduled. March 5th is the first date.

The Monday and Wednesday fitness classes are going well. The average attendance is 8-10 firefighters.

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Report of District Administrator:

In accordance with our Service Award Program, firefighters Peter Nashburn, Walter Harvey and Michael Valente have reached the entitlement age of 60 years and have received their account balances effective January 1, 2020.

The 2019 LOSAP total point summary was posted for 30 days on the District bulletin board. There were no changes to the members totals. I will be processing the required reports for Penflex due by March 31, 2020.

I did request and received copies of the Service Award Programs from the West Webster and North Greece fire districts. I sent Ed Holohan from Penflex a second email regarding the changes St Paul is considering with our Service Award Program from the meeting in November with Penflex. I am waiting for a response from Holohan.

The required Department of Labor Injuries and Illness summaries for 2019 are posted on the District bulletin board at the fire station.

Properties / Strategic Planning Committee Items:

Commissioner Haas reported on the following:

- Community CPR was held last Saturday at CRFH. 24 residents attend. Debbie Finewood is heading this effort up.
- The long-range Facilities Master Planning Group for the Cooper Road fire station met with SWBR on February 6th. The committee has agreed to move forward with the next step in the building master planning process. Of the original \$15K that was ear marked, \$6K was used for the first phase. The committee recommends that we go forward to step 3 which involves the remaining \$9K. At the March meeting, a resolution for a permissive referendum will be presented to the Board to consider for approval on this matter.

Reading of the Bills:

Treasurer Sienkiewicz presented abstract #3 the remaining prepaid bills for January and abstract #4 the bills from February 2020 to be approved for payment (copy filed with these minutes). Total expenses for the month are \$175,123.83. Item of significance was the Utica 2020 insurance premium of \$28,748.37.

After a review of the abstracts by the Treasurer and with the Board's review a motion by Commissioner Turner and 2nd by Commissioner P. Cooke to approve the bills after proper auditing by the Board was carried 5-0. In favor.

Report of Treasurer:

Treasurer Sienkiewicz reported on the following items:

- The tax revenue check was received from the Town of Irondequoit.
- The revenue anticipation note was paid.

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Old Business:

Commissioner Harvey reminded everyone of the social gathering on March 13th at the Exempts with the Barrie Fire Department from Canada. The cost is \$30 per person. The arrangements for the St. Patrick's Day parade are all set for Saturday, March 14th.

Commissioner P. Cooke asked Deputy Chief Line about the plans to train some of the volunteer on the Quint. Chief Line said the training would need to be much more extensive than that of an Engine. A specific program/procedure is being developed for this program with the help of Captain Semmler.

Deputy Chief Line also reported that the stand-by for the recent storm was very well attended by our volunteers.

New Business:

Riley reported that the core key cylinder to the new Commission office has been received. The two outside doors and the four interior closet doors will now be keyed alike. The new keys will be distributed tonight to the members present.

Commissioner Turner requested approval for a new desk for the Business Manager's position to be adjacent to the Treasurer's workstation in the Commission Room. Commissioner Haas made a motion 2nd by Commissioner Turner to approve the purchase not to exceed \$1K. This motion carried 5-0.

Adjournment:

There being no further business, the February 24, 2020 meeting was moved for adjournment by Commissioner Turner and 2nd by Commissioner P. Cooke at 6:05 pm. Approved 5-0.

Respectfully submitted,

Edward J. Riley
District Administrator/Secretary