

Minutes of Regular Meeting July 13, 2022

PRESENT: Commissioners Murray, Daly, Pacheco and Chairman Woehrle

Also Present: Chief Lingenfelter, Chief Fritz, Captain T. Congdon, Captain J. Vena, Attorney Hayner, FF/P Persons, Treasurer Splendido, Secretary Versocki, K. McGill and Peter D'Berry EMR representative.

Commissioner Weitz – Absent and excused.

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

Motion/ Daly, 2nd/ Pacheco: To approve the June 8, 2022, monthly meeting minutes. As Amended. Passed 4-0.

CORRESPONDENCE:

- A Thank You card from the family of former commissioner Tom Nappi for flower send for his funeral service.

PRIVILEGE OF THE FLOOR: Commissioner Woehrle introduced Peter D'Berry of EMR (ambulance billing) representative. Mr. D'Berry introduced himself, gave a brief overview of EMR service and followed with a question-and-answer period.

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

Motion/ Murray, 2nd/ Pacheco: To pay bills for corresponding check #'s 17338, 17339, 17340 & 18437 –18488 From June 9, 2022, thru July 13, 2022 totaling \$135,969.03 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of June 2022 were reviewed.
- The comparison sheets for June 2022 vs.2021 were reviewed.
- Budget versus actual expenses through June 2022 were reviewed.
- We are 50% thru the year and have spent 52.7% of the budget.
- 100% of tax levy has been received.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- I have reviewed the contract with EMR and find no issue in detail from e-mail.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- We should get started on the 2023 budget.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Repairs to Truck 4075 still in process at Fireline Equipment in New Holland, PA. Parts from the fabricator have been fabricated and are awaiting paint before being sent to Fireline for installation.
- DOT inspections completed on Engine 4021 and 4022.
- Ambulance 4080 exhaust repair completed.
- Sizing for members in need of turnout gear was completed. Will be ordering soon.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- I attended a presentation from First Net 1 and since our phones and I pads are outdated, I will be submitting a proposal in the next month or so.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- The EMS committee evaluated 3rd party billing companies. The consensus of the EMS committee is to recommend the professional services of Emergency Management Resources LLC (EMR) be contracted to implement EMS billing for the fire district. A copy of EMR's proposed contract was forwarded to Attorney Hayner for review and is attached for the board's consideration.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- GBFC meeting room storage flooring installation has been completed.
- Mezzanine storage cage project waiting on contractor.

Commissioner Woehrle Reported:

- The new floor tiles need to be waxed 3 times to seal.
- The north side of The Balltown Rd. Fire Station; pine trees need to be trimmed.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- Our next meeting will be held July 28, 2022.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Treasurer Splendido Reported:

- The full/final LOSAP report is missing. This is needed to complete the audit.

INSPECTION & INSTALLATION:

Commissioner Pacheco Reported:

- The Date of the 2023 dinner is scheduled for January 28, 2023 and will be held at The Riverstone Manor. The Grand Blvd. Fire Company has authorized a deposit and contract. Chief Fritz will work on booking a D.J.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Overtime summary report vs budget thru 6/30/2022 is attached.
- Electronic copy of latest fire district map on file with CT Male was received and distributed to the board.
- The EMS committee evaluated 3rd party billing companies. The consensus of the EMS committee is to recommend the professional services of Emergency Management Resources LLC (EMR) be contracted to implement EMS billing for the fire district. A copy of EMR's proposed contract was forwarded to Attorney Hayner for review and is attached for the board's consideration.
- FF/P Agans has requested extended sick leave.
- FF/P Ruth has requested extended sick leave.

- Submitted payment requisition to DASNY for paving project in the amount of \$125,000.
- Captain Congdon has informed me of his intent to retire in June of 2023. **Request approval to canvas the firefighter list as soon as it is released by Civil Service and initiate the hiring process for a replacement firefighter to enter the spring 2023 fire academy in Utica.**
- Attended the NYSAFC Fire 2022 Conference in Syracuse from June 15th thru 19th .
- Observed a full-scale response exercise at Knolls Atomic Power Laboratory.
- FF Wessels and I Attended a High-Risk Unified Commander for Active Shooter/Hostile Event responses training seminar.
- Working with Captain Congdon, Captain Vena, and Lt. Griffiths on setting up EMS Charts fire reporting software.
- **Request authorization to attend the NYS Career Chief's meeting on July 19th and 20th in Syracuse NY, at a cost not to exceed \$200 and use of the district vehicle.**
- 2022 YTD incident participation report is attached. Approximately 31% of the incidents had no volunteer response.

Department Activity	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
June Incidents	212	193	154	187
EMS	135	118	99	119
Fire/Other	77	75	55	68
 Total YTD (6/30)	 1260	 1010	 996	 1176

Other Activities:

Emergency Callback	47 Staff Hours
Department Training	99 Staff Hours

Chief Fritz: No Report.

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/ Pacheco: To request a new career firefighter/paramedic list from Civil Service. Passed 4-0.

Motion/ Murray/ Second/ Pacheco: To authorize Chief Lingenfelter to attend the NYS Career Chief's meeting on July 19th and 20th in Syracuse NY, at a cost not to exceed \$200 and use of the district vehicle. Passed 4-0.

Motion/ Daly/ Second/ Pacheco: To re-affirm GBFC new member Matthew Stupnakov to the district rolls. Passed 4-0.

Motion/ Murray/ Second/ Daly: To authorize extended sick leave to FF/P Agans to August 10, 2022. Passed 4-0.

Motion/ Murray/ Second/ Daly: To authorize extended sick leave to FF/P Ruth to August 10, 2022. Passed 4-0.

Motion/ Murray/ Second/ Daly: To hire Emergency Resources Management (EMR) for Niskayuna Fire District No. 1 ambulance billing.. Passed 4-0.

Motion/ Murray/ Second/ Daly: To adjourn the meeting at 7:40 p.m. Passed 4-0.

The next regular business meeting will be held August 10, 2022, at 7:00 pm.

Respectfully submitted by: Fire District No. 1 Secretary,

William J. Versocki