

February 15, 2022

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:35 PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Gabrielsen, Theobalt, and Young.
District Manager Kris Tillis, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Gonzales and Boyzok.

ABSENT: Commissioner Kuethen, Chiefs Mills and Sapienza.

GUESTS: No guests.

Pledge to the flag

On a motion by Commissioner Donohue, seconded by Commissioner Young, AIF new members Lorraine Gari, Andrew Paulus and Mark Parris were sworn in.

7:45PM Chairman Donohue motions to go into executive session to discuss paid personnel, Commissioner Gabrielsen seconds, AIF. Commissioner Theobalt motions, Commissioner Gabrielsen seconds, AIF to come out of executive session at 8:31PM.

The minutes from the January 10, 2022 meeting were **APPROVED** as amended on a motion by Commissioner Donohue, Commissioner Theobalt seconds, AIF (all in favor)

Department aggregate report –

Use of Facilities Requests:

Superbowl Sunday-Station 2 Rec Room-1:00 pm-12:00 am

Station 2 Picnic Grounds-Charlie Hohmann-July 2, 2022-12:00 pm-6:00 pm

Station 2 Rec Room-Recruitment & Retention Meeting-Last Thursday of every month-7:00 pm-9:00 pm

Juniors' meeting and training-Station February 17, 2022-7:30pm-10pm

100th Anniversary Committee meeting gift set up for party-Main house, March 1, 2022 7pm-9pm

100th Anniversary Committee meeting gift set up-Main house, March 3, 2022 7pm-9pm.

Blood Drive in Honor of Paige Keely-Station 1 Meeting Room-05/11/22-12:00pm-9:00pm

All facilities use **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds, AIF.

- Fundraiser Requests
- St. James 5 Mile Race-Company 3-4/16/22 6:00AM Main House – APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.
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- FOIL Requests:
- FF Riddle-emailed response of records with names redacted 1/19/22 ccd Howard Bergson
- William Gibson of PSEG -290 Washington Avenue, meter was pulled from house date
- of incident 8/15/20. Emailed response 1/19/22
- Heather Roloff American Family Insurance 1/19/22-waiting on video footage
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- Correspondence:
- Break the Silence Webinar-emailed BOFC 1/13/22
- LI Fire Expo-emailed BOFC & Chiefs-01/28/22
- OSC Webinar-AFR Modernization-emailed BOFC-01/28/22
- NYSAFC 2022 Seminar “The Five Points of Command”-emailed BOFC and Chiefs 1/28/22
- SCVFA Seminar “Navigating Complex Critical Incidents” Registration Form emailed BOFC and Chiefs 2/1/22
- NDI Classification report new member Paulus-emailed Chiefs 2/1/22
- Subpoena for records from mutual aid to Nesconset-emailed Bill Glass and BOFC 2/2/22
- NDI price increases as of 3/1/22-emailed to BOFC 2/9/22
- Long Island Fire/EMS Expo-2/11,2/12 and 2/13-Emailed BOFC 2/9/22
- Yaphank FD - Helmet shield request for Firehouse Display-emailed BOFC and Chiefs 2/9/22. APPROVED on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.
- Earring claim-information request emailed to BOFC and Chiefs 2/9/22
- Kronenberg-Sent injury report to NDI and BOFC 2/9/22
- Request for out of District status from Christopher Topf and Allysa Byrus.
- AFDSNY-Support of Billy’s Law-emailed BOFC-02/10/22

- HMFD Game Dinner-Sunday March 6th 1PM 2022-emailed BOFC 2/11/22
- Smithtown FDOA Foam Supply letter-emailed BOFC 2/11/22
- Riddle equipment return form-emailed BOFC, Chiefs and Bill Glass 2/11/22
- James O'Connell returning-Medically cleared-emailed Chiefs 3/4/22
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- Correspondence to be Acted on:
- Penflex Contract-2022
- Satty & Partners-Auditor Contract for 2022-emailed BOFC 01/26/22 APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF to move forward with both contracts.
- SCFDOA Annual Installation Brunch-March 6, Villa Lombardi's-12:00-RSVP by Feb 19 APPROVED on a motion by Commissioner Donohue, seconded by Commissioner Gabrielsen, AIF for Commissioner Theobalt to attend.
- Stony Brook FD Installation Dinner invitation- Flowerfield 7PMSaturday March 5, 2022. Commissioner Donohue to attend.
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- Correspondence Sent:
- Traffic Signal upgrade to GPS preemption-emailed to Commissioner Kuethen 2/2/22, emailed to Commissioner Donohue on 2/7/22. Emailed to Town of Smithtown, after approval from Bill Glass 2/11/22. \$3,450 per vehicle – working with the Town on this.
- EMS Ashley Marra–request meeting with District Manager and BOFC emailed and sent 2/4/22
- EMS Steven White-request meeting with District Manager and BOFC emailed and sent 2/4/22
- EMS Justin Zimmerman-Inactive letter emailed and sent 2/4/22
- EMS Kyle Bailey–Inactive letter emailed and sent 2/4/22

CHIEF'S REPORT:

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- #1** Chief thanks the Board for swearing in new members.
- #2** Status of phones for Station 2 – should be completed by the week of 3/15
- #3** Status of MDTs – on order, not yet delivered.
- #4** Possible storage for Chiefs at Station 2 – yes, please work this out with Commissioner Gabrielsen.
- #5** Noah Evans and Artie Leudesdorf resigned.
- #6** Band for St. Patrick's Day Parade is West Islip \$1,200 APPROVED on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF.

#7 Past Chief brass for Chief Mills – Chief to get price list.

#8 Robert Rosenbauer went to Life status.

#9 Status of Striping for Chief's vehicle-APPROVED on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF. We should be able to get the vehicle in the shop this week.

#10 Outstanding physicals – need list.

#11 Status of Chain saws?

#12 All OSHA classes have been assigned.

#13 Cooking utensils for station 2 kitchen – Commissioner Theobalt and Donna are working on this.

#14 Status of Chiefs office – changing out the TV, heat, etc. Discuss with Commissioner Gabrielsen.

#15 Intro to EMS management class at SFD and KPFD – APPROVED on a motion by Commissioner Theobalt, seconded by Commissioner Donohue, AIF to spend \$190 for the class – dates of 3/24 and 4/7/2022.

#16 Chief Sapienza's Chiefs uniform – Commissioner Theobalt motions, Commissioner Young seconds, AIF. Make sure to get measured soon – uniforms are 8 months out.

#17 Flag at Station 2 needs to be replaced.

Add on: Kate Keegan needs to be reimbursed for CPR classes. APPROVED on a motion by Commissioner Donohue, seconded by Commissioner Young, AIF.

TREASURERS REPORT:

- **APPROVED to PAY BILLS** on a motion by Commissioner Young, Commissioner Theobalt seconds, AIF.
- EMS Supplies of \$6,170.16 Boundtree and \$2,349.64 Zoll **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.
- Spoke with Suffolk County Water Authority. District is accepting responsibility for Head of the Harbor Fire Hydrants.

Alpine software – 4 additional licenses \$1,580 down from \$5,000. APPROVED on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF.

Vector Solutions: Halligan \$1,000 APPROVED on a motion by Commissioner Theobalt, Commissioner Donohue seconds, AIF.

Suffolk County Fire Academy \$2,080 for a chain saw class. APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

COMMISSIONER YOUNG:

- Waiting on radios for the new ambulance.

COMMISSIONER GABRIELSEN:

- Moving forward with substation changes. APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF to spend \$9,500 for main house and downstairs plans.
- Explanations to correct/improve EMS response.
- Lengthy discussion with Chiefs on non-response to a Chief's investigation call. Wants a written response from Chief Mills as to why a Chief didn't respond.

COMMISSIONER DONOHUE:

- Chiefs - okay to purchase heaters for the office.
- FASNY – bring info to the Board earlier so that the gear is ready to go.
- New engine specs from Pierce.
- Substation drawings-if not out to bid yet, will be sent out. Engineer's report to architect.

District Manager's Report:

APPROVED on a motion by Commissioner Donohue, Commissioner Theobalt seconds, to renew contract for \$675.00 per year for Stair Chair.

APPROVED on a motion by Commissioner Theobalt, Commissioner Donohue seconds, AIF to spend \$5,214.00 on a new ice machine.

APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF, to spend \$7,137 for a second snowplow on 4-3-96.

APPROVED on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF to spend \$2,500 for a tailgate sander for 4-3-11.

Leadership conference at Turning Stone May 5th–May 7th, 2022. Approved on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF to spend \$4,272.46 to send Commissioner Theobalt and District Treasurer Donna Gruner to the Conference. Commissioner Donohue might also attend. Must cancel by 5/2/2022 if unable to attend.

Executive Session: Commissioner Donohue motions to go into executive session, Commissioner Theobalt seconds, AIF to discuss paid personnel at 10:05PM Out of Executive session at 10:40. APPROVED on a motion by Commissioner Donohue, Commissioner Theobalt seconds, AIF to a salary increase for the District Treasurer.

Policies: Disciplinary Action & FF Classification policies from Bill Glass.

APPROVED on a motion by Commissioner Theobalt seconded by Commissioner Gabrielsen, AIF, the meeting was adjourned at 10:41PM.

Respectfully submitted,

Kelly Cassidy
District Secretary