

July 17, 2023

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:32PM by Chairman Donohue.

**PRESENT:** Commissioners Donohue, Theobalt, Scomillio, Gabrielsen and Young. EMS Coordinator Greg Companion, EMS assistant Zack Harrington, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Mills and Keegan.

**ABSENT:** Chiefs Sapienza and Boyzok

**GUESTS:** No guests

Use of Facilities Requests:

Smithtown Chiefs Golf Outing-Station 2/Pavilion 7/17/2023-approved at BOFC meeting of 6/12/2023.

Suffolk County Chiefs Council Meeting-Station 2/Pavilion 9/8/2023-approved at BOFC meeting of 6/12/2023.

Baptism Party Grace O'Connell-Station 2 8/6/2023 4:00PM-10:00PM-emailed BOFC and Chiefs 6/13/2023. No conflicts

Department Meetings Main House 7/5 and 8/3/2023 7:00PM-11:00PM-emailed BOFC and Chiefs 6/13/1023. No conflicts

Department Meeting Station 2/Pavilion 9/6/2023 6:00PM-11:00PM-emailed BOFC and Chiefs 6/13/2023. No conflicts

Capurso family wake-Station 2 training area and kitchen 7/11/2023 4:00PM-7:00PM-emailed BOFC and Chiefs 7/10/2023. No conflicts

All facilities use requests were **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.

Correspondence:

Neonatal Resuscitation-6/27/2023 at St. Charles Hospital 7:00pm-emailed BOFC and Chiefs 6/13/2023.

Pet CPR and First Aid-Islip Town Fire & EMS Museum and Education Center-7/6/2023 7-9:30PM-emailed BOFC and Chiefs 6/13/2023.

Medical classification for Topf, McKay and Scomillio emailed to Chiefs 6/15/2023

List of members still needing physicals sent to Chief Sapienza 6/16/2023

Huntington FD Funeral-Henry Gerdes-emailed BOFC and Chiefs 6/20/2023

Brookhaven FD Funeral-Michael Carroll-emailed BOFC and Chiefs 6/20/2023

AquaEye Demonstration-Islip FD-August 16<sup>th</sup> 9AM-12N-emailed BOFC and Chiefs 6/20/2023.

PFAS Self-testing postal mail kit firefighter study - emailed to BOFC and Chiefs 6/21/2023

Yaphank FD funeral – Ex-Chief and Ex-Commissioner William Sheridan Sunday 6/25 2-4:30PM & 7-9:30PM at Mangano’s-emailed 6/23/2023

Westhampton Beach Performing Arts Center-Craig Morgan country concert \$50 for first responders 7/6/23 at 8:00PM-emailed BOFC and Chiefs 6/23/2023.

Crisis Communications Lexipol webinar Thursday 6/29/23-emailed BOFC and Chiefs 6/23/2023.

Key lock box code for Alf Reinersten of 102 Gotham Way St. James-emailed to Chiefs 6/28/2023

SCVFA Annual Dinner, 10/21/2023 Coram FD-emailed BOFC and Chiefs 6/28/2023.

Matthew Finkelstein verification of employment sent to NYPD-emailed 6/28/2023.

Return to duty letter from doctor for Mark Parris-emailed to NDI 7/3/2023.

Deer Park FD funeral-Ex-Captain James Mare Sr. 7/5 & 7/6/2023-emailed BOFC and Chiefs 7/3/2023.

Medical clearance for Justin Micozzi-emailed to the Chiefs 7/5/2023.

Islip Blood Drive in honor of Billy Moon Wednesday 7/12/2023 12:00PM-9:00PM-emailed BOFC and Chiefs 7/5/2023.

New member application for Paul Mueller-emailed BOFC, Chiefs, Jay Fischler and Carol Grayson 7/5/2023.

Community service letter given to William Johnston 7/11/2023 for performing 8 hours of community service

Kevin Yoos from VFIS would like to come in for a risk survey and review the resources available through VFIS-emailed to Commissioner Donohue 7/12/2023.

Request to borrow District Property:

John Cuda car battery charger-request sent to BOFC 6/23/2023

Bill Edsell 1 table and 10 chairs for 7/3/2023-emailed BOFC 6/29/2023

Legal:

NYS Parks, Recreation and Historic Preservation letter of recommendation for the Main House to be listed on the State Register of Historic Places-emailed BOFC 6/28/2023.

The three bid specs for generator & electrical upgrade emailed – to be reviewed by electrical engineer.

Sent notice of BOFC July meeting change from 7/10 to 7/17/2023 to Smithtown News for publication-7/5/2023.

## **CHIEF'S REPORT**

Th new member swear in was moved to next month for Victoria Joscelyn.

4-3-32 resigned his position as assistant Chief.

Badges/collar brass (as discussed at previous meeting)-some discussion on this. Chiefs would like to purchase new collar brass for all officers, and if the officer loses the brass, they are responsible for paying for the new set. The Board suggests purchasing only the hardware needed. **APPROVED** on a motion by Commissioner Young, Commissioner Theobalt seconds to spend up to \$1,000 on collar brass. AIF.

East Northport Fire Department parade of 8/2/2023. Would like to take Chief's cars, Engine 1, Hook and Ladder, 7 and 9. Leave 9b car here. **APPROVED**.

State parade of 8/20/2023. Chiefs Sapienza, Keegan and 4-3-10. Donna to take 4-3-10.

Physical suspension letters were emailed.

Second Q evaluation letters were sent out.

Selden Fire Department Drill team merger. Some discussion on this. Pros: There would be no cost to the District, Selden to provide the vehicles, good for morale.

Cons: Insurance was much higher when the drill team was in place, members not showing up for calls. Worker's comp. insurance went from \$300,000 down to \$106,000 when Drill team was disbanded. Workers comp also went down due to Covid years. There were no comp claims or documented injuries.

Commissioner Young motions, Commissioner Gabrielsen seconds (but would like more information)

Commissioners Donohue, Scomillio and Theobalt vote no. Motion not carried.

Chief Mills thanks the Board for considering the Drill team.

Add-on

Radio straps? Yes, these are in-house and will be distributed.

## **DISTRICT MANAGER'S REPORT**

Replaced rotted wood and painted quartermaster. Gutters need repair or replacement.

Repaired gear dryer

Boiler inspection completed – repairs needed for certification

Awaiting replacement of damaged thermostats throughout the building

Ladder testing complete – waiting on report

Hydrotesting of air bottles underway

AC pm and cleaning completed

## **EMS COORDINATOR'S REPORT**

Congratulations to Drew Paulus and Samantha Tarvin for graduating from the EMT Class

There were a couple of days where several calls were handled, and mutual aid was not required.

All windshield wipers on EMS apparatus have been replaced.

4-3-6a Siren knob issue was repaired by Kenny Cadet and Zack Harrington. IV pole on Stryker stretcher was repaired.

4-3-6b Ambulance mattress needs to be replaced (see quote)

4-3-6c Repair on oxygen door

4-3-80 Vehicle accident while backing into Station 3. A Police report and paperwork have been completed. Passenger side mirror in need of repair. Specialty Ambulance will get it on their schedule.

4-3-81 Vehicle accident backing up – a police report and paperwork have been completed. Getting pricing for repair to minor scratches on right rear of vehicle.

Supplies:

Boundtree \$2,240.32

Stryker 2 mattresses (will now have a spare) \$978.52

Zoll up to \$2,200

Supplies were **APPROVED** on a motion by Commissioner Young, Commissioner Gabrielsen seconds., AIF.

Commissioner Theobalt motions to pay bills, Commissioner Young seconds, AIF.

### **TREASURER'S REPORT:**

The door to the records room was left open twice. The trailer was also left open. Maybe get an auto-lock for the records room door?

Please cc Donna on all invoices with vendors-not always receiving all invoices.

Quickpass through Flexible so we can reset passwords rather than having to call Flexible. Okay to give access to all Commissioners, all Chiefs, Greg, Zack, Donna and Kelly.

LOSAP and surplus-tabled for now

LOSAP increase still has not gone through- waiting to hear back from Penflex. Look into other companies to handle LOSAP. Main Street Financial and Firefly are two companies that would like to schedule an appointment.

Need to schedule a budget meeting for August.

Please sign the vouchers

District Office needs the paperwork for Noreen Kozlowski going out on medical leave.

The June meeting minutes were **APPROVED** as written on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

### **COMMISSIONER GABRIELSEN:**

No report – all good

### **COMMISSIONER SCOMILLIO:**

Working on updating the employee handbook

### **COMMISSIONER THEOBALT:**

4-3-9 Out of service yesterday due to the storm. Back in service today.

4-3-7 Air tank needs to be looked at

All wiper blades have been installed

Ambulances:

Will go over specs for a new ambulance with Greg and John. Should take approximately 12-15 months to complete.

Hendrickson, Specialty Ambulance and will contact other companies

Need to figure out funds for this.

Need to start thinking about ambulance billing

Please have Ed go through inventory in Quartermaster – there were no paper plates.

**COMMISSIONER YOUNG:**

BLS - class need an okay

Grace is joining the Department and wants to sign up for an EMT class. County price is cheaper. Typically, the member takes the class then the District reimburses.

**COMMISSIONER DONOHUE:**

Look into a new District map

Pressure washer - try to avoid salt and sand

Once the cement gets striped the truck bays can be opened. Asks Commissioner Gabrielsen to talk to Ed about working on this.

Ceiling fans behind 4-3-1 and 4-3-8.

Aeroclave was just done this AM. Please do the trucks monthly and let the Chiefs know when using, as the trucks will need to be taken out of service.

Can Steve Prass start doing a rotation with EMS?

If gear needs to be washed, please enter in PS Trax. Twice a year is standard-gear has not been washed in over a year.

Internet issues-Flexible has repaired.

**APPROVED** on a motion by Commissioner Donohue, Commissioner Theobalt seconds to hire Steve Prass for Custodian 1 and EMT for \$23 per hour

**APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds to spend up to \$5,000 to hire an electrical engineer to evaluate the 3 bids. AIF

EMS gear: Greg & Zack have been distributing shirts to EMS to anyone with 100 hours plus from January-June. Lengthy discussion on this. Commissioner Young feels all EMS should be given a shirt, as some members may have put in hours in the past, but are unable to make as many calls now due to jobs, life, etc. Chiefs should be handing out shirts, they were not informed. Discussion of pants for EMS. There is already EMS gear in-house that doesn't get worn. Chief Keegan will speak with the ambulance company captain.

Currently not much spare gear for EMS

**NEW BUSINESS:** Greg asks for Adobe software program. **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF to spend \$118 for the year for Adobe Software.

8:53PM Commissioner Theobalt motions, Commissioner Scmillio seconds to go into Executive session to discuss paid personnel. AIF

Back in session at 9:30PM

Meeting was adjourned at 9:31PM on a motion by Commissioner Donohue, Commissioner Scmillio seconds, AIF.