

Toms River Fire Commissioners, District No. 2
Minutes

Wednesday, December 19, 2018

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 7:30 p.m. at the Pleasant Plains Firehouse, 40 Clayton Avenue, Toms River, New Jersey. Acting Chairman Britton made the required public statement. "Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by the adoption of a schedule of regular meetings and notice thereof being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the Municipal Clerk and being transmitted to the Asbury Park Press and the Star Ledger and to all persons who have requested copies in accordance with statute."

Roll call was taken; Present: Mr. Duff, Mr. Bierbaum, Mr. Silva, Mr. Britton.
Absent: Mr. Geoghegan.

Application for Membership was received from Daniel Lewis, and he was accepted on a motion offered by Mr. Silva, seconded by Mr. Duff as an active firefighter to Pleasant Plains Fire Dept..

Roll call vote; Aye: Mr. Duff, Mr. Bierbaum, Mr. Silva, Mr. Britton.
Nay: None.

Minutes of the previous meeting were approved on a motion offered by Mr. Silva, seconded by Mr. Duff and accepted as written providing that the minutes shall be made available for inspection by any member of the public during the meeting.

Roll call vote; Aye: Mr. Duff, Mr. Bierbaum, Mr. Silva, Mr. Britton.
Nay: None.

Cash Receipts – Received check #000190 dated December 12, 2018 in the amount of \$31,647.83 from Toms River Fire Commissioners for Fire Prevention Bureau revenue of November 2018.

Bills were presented for payment by Treasurer Duff and approved to be paid on a motion offered by Mr. Duff, seconded by Mr. Bierbaum. Each commissioner abstains to his voucher, if any.

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

Blue Cross/Blue Shield	2,258.51	Benecard	650.11
Firefighter One	433.20	Darlene Gargano	58.32
JCP&L	359.60	Harris School Solutions	349.93
Meridian Occupational Health	425.00	J & C Baseball Clubhouse	325.00
New Jersey Fire Equipment	1,102.17	Nat Alexander Company Inc.	621.00
Paychex	126.72	New Jersey State Treasurer	35.00
Tasc Fire Apparatus Inc.	500.50	Linda Panasuk	17.44
The Weeks Lerman Group LLC	83.39	Riggins	886.47
Baywood Marina	977.64	Toms River Fire Comm.	116,001.90
		Toms River Fitness	435.00
Total	\$125,646.90		

Correspondence – Correspondence has been provided to all commissioners.

Communications/IT – Commissioner Silva reported that there are new SOGs to be acted on for communications.

Fire Prevention Bureau – Commissioner Bierbaum reported that contract negotiations are ongoing.

Purchasing – Purchasing Agent Gargano reported that all purchases have been made.

Substation – Business Administrator Gargano reported that the installer for Gutter Helmet was at the substation, and he advised that Gutter Helmet cannot provide gutter guards for our commercial-size gutters. She advised that our only alternative is to have our gutters cleaned.

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Fire Officers Association – Commissioner Bierbaum reported that there was a meeting on Monday night; they discussed modifying multiple alarm response protocol; they would like to improve their response throughout the town.

Pleasant Plains report: Chief Roman reported that following:

- The officers' radios were IDed today
- Parts were ordered for 3065
- The valve on 3041 deck was replaced
- He spoke to Radio Tech Genovese who advised him that regarding the opti-com, it will only activate when the emergency lights are on. He said that is the way it is being set up; but when they respond to a CO alarm, they do not respond with lights and siren. Commissioner Silva said that you can have it activate any way you want.

Unfinished Business:

Drug Policy – A motion was offered by Mr. Silva, seconded by Mr. Duff to adopt the updated Drug Policy (attached).

Roll call vote; Aye: Mr. Duff, Mr. Silva, Mr. Britton.
Nay: Mr. Bierbaum.

New Business:

NFPA Physical Policy Update to be tabled at this time.

New Applicant Policy Update to be tabled at this time.

Resolution Authorization of Budget Transfers and Encumbrances was introduced by Mr. Duff, seconded by Mr. Bierbaum (attached).

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

Resolution Appointing Public Agency Compliance Officer was introduced by Mr. Bierbaum, seconded by Mr. Duff (attached).

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

SOG on Incident Timekeeping was approved on a motion offered by Mr. Silva, seconded by Mr. Duff (attached).

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

Condition of Sunset Avenue – Commissioner Bierbaum stated that the condition of Sunset Avenue is damaging our fire apparatus. Commissioner Britton reported that he spoke to the County, and it will be done in the Spring.

Resignation of Mike DeNardo – Chief Roman reported that Mike DeNardo resigned from Pleasant Plains Fire Dept..

Closed Session – A resolution was introduced by Mr. Bierbaum, seconded by Mr. Silva to go into closed session at 7:50 p.m..

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

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WHEREAS, PL-1975 Chapter 231 allows for meetings in closed session on matters of personnel; and

WHEREAS, the commissioners have matters to discuss concerning contract negotiations with the Fire Prevention Bureau;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN go into closed session to discuss these matters as permitted by the open public act and that the results of this closed session be available to the general public upon the completion of the acceptance of the minutes at the next regular meeting and at such time as this matter in closed session is resolved.

Resume Regular Session – A motion was offered by Mr. Duff, seconded by Mr. Silva to resume regular session at 8:05 p.m..

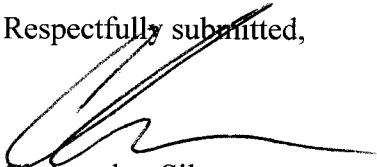
Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

Adjournment – A motion to adjourn the meeting was offered by Mr. Duff, seconded by Mr. Silva.

Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Silva, Mr. Britton.
Nay: None.

The meeting was adjourned at 8:05 p.m..

Respectfully submitted,



Christopher Silva
Clerk

TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT #2 STANDARD ADMINISTRATIVE POLICY		
Effective Date: 06/01/09	SAP Title: DRUG POLICY	Revised Date: 12/19/18
Approved By: Brian J. Geoghegan, Chairman		Christopher Silva, Commissioner
Joseph Duff, Commissioner	Kevin W. Britton, Commissioner	Craig Bierbaum, Commissioner

Guideline Number
11.02

PURPOSE- To define the Fire District's position, screening process, and policy on any illegal drug, substance, or prescription medication that may affect the judgment and/or abilities to effectively perform one's duties. Our goal is to establish an environment that is totally free of the harmful effect of drugs. It is our intent to protect the safety of our members and the public we serve, and prevent accidents that may involve drugs.

SCOPE- All active firefighters and fire police members of this Fire District.
All new applicants.

POLICY- Toms River Fire District #2 maintains a drug-free work environment to assist in establishing safe, healthy, and productive working conditions for all members. To ensure this environment, Toms River Fire District #2 maintains a drug screening program. Members failing to meet the provisions of this policy shall be subject to discipline, up to and including termination. Toms River Fire District #2 stresses education, prevention, intervention, and rehabilitation regarding drug use or abuse.

DEFINITIONS-

Illegal Drugs- Any controlled substance, medication, or other chemical substance not legally obtained, not being used legally, or not being used for the purpose(s) for which it is prescribed or intended by the physician. Illegal drugs may include over-the-counter medications if they are not being used for the purpose(s) for which they are intended.

Legal Drugs- Prescribed or over-the counter drugs legally obtained by members and used for the purpose(s) for which the physician intended.

On Duty- Anytime a member is responding to/from an incident, performing fireground or training operations, or conducting any fire department related business (meetings, fundraisers, etc).

GUIDELINE:

- I. General
 - A. In order to ensure safe and effective provision of emergency services in our community, and the safety of individual members of the Fire District, the Fire District intends to perform a drug screening program to all members for the presence of drugs and substances.
 - B. For the purpose of clarity, this section deals with any illegal drug, substance, or prescription medication that may affect the judgment and/or abilities to effectively perform one's duties. A member may fall subject to dismissal for substantiated violations, including positive results of a drug screening.

- C. No distinction shall be made between prescription, non-prescription, legal or illegal drugs or substances that affect the judgment and/or abilities to effectively perform one's duties.
- D. Prescription Medication/Legal Drugs
 - 1. The proper use of medication prescribed by a physician is not prohibited. However, this fire department prohibits the misuse of prescribed and over the counter medications.
 - 2. Under no circumstances is a member to perform his/her duties while using prescription or over the counter medication that affects the judgment and/or abilities to effectively perform one's duties.
 - 3. Members who have reason to believe the legal use of prescription medication/legal drugs may pose a safety risk to any person utilizing equipment or interfere with the member's job performance must report such legal use to the Fire Chief or Fire Commissioners to refer the information to the District's physician for consideration. The physician will determine whether work restrictions or limitations are indicated and inform the District and member of such restriction.
- E. No member shall be permitted to function in any department activity while under the influence of any illegal drug, substance, or prescription medication that may affect the judgment and/or abilities to effectively perform one's duties including but not limited to the following:
 - 1. Answering fire calls
 - 2. Attending drills/meetings
 - 3. Work details
 - 4. Operating fire department equipment/apparatus
- F. Members may not buy, obtain, use, possess, manufacture, distribute, dispense, sell, or transfer illegal drugs while on duty, working, on Fire District or Fire Department property, in uniform, or operating District equipment, machinery, or vehicles, or personal vehicles while on duty.
- G. Applicants
 - 1. A drug screening shall be required for all applicants at time of offer and as a condition of membership. Such testing will be done as part of their pre-membership physical examination. Applicants shall be disqualified for membership if they test positive or refuse to submit to a drug screening.
- H. All Current Members
 - 1. This fire district shall conduct random unannounced drug screening on any active firefighters and fire police members. Testing of members for illegal drugs or substances shall be conducted in a number of 50 percent of the total active firefighters and fire police members, without advanced notice, in any given 12 month period.
 - 2. There shall be no maximum number of samples that any one member will be required to provide during the testing period.
 - 3. The drug screening and testing shall be performed by a designated service provider offered by the fire district.
 - 4. All active firefighters and fire police members may be tested during the initial implementation of the drug screening policy.
- I. All members are responsible to immediately report unsafe working conditions or hazardous activities that may jeopardize their safety, the safety of their fellow members, and the public we serve, including violations of this policy.

- J. Any member convicted of a drug related offense shall be put before their respective Investigating Committee for disciplinary action up to and including termination from their respective department.
- K. This guideline is in compliance with all Federal and State laws, and the By-Laws of this Fire District and respective Fire Department.

II. Enforcement

- A. In order to enforce this guideline, all members shall be required to, at any time and without advanced notice, submit to a drug screening to determine the presence of prohibited substances. This may be done to the entire department or on a random basis without advanced notice.
- B. All new Firefighter applicants shall be required to submit to a drug screening to determine the presence of prohibited substances prior to acceptance to this Department.
- C. A member may be required to undergo a drug screening when the Fire Chief and/or Line Officer has reasonable suspicion to believe the member has violated this policy. Reasonable suspicion exists when the Fire Chief and/or Line Officer reports on-duty behavior or appearance that indicates the presence of drug use. Decisions regarding "reasonable suspicion" are at the sole discretion of the Fire Chief and/or Line Officer.
- D. Post Accident Testing
 - 1. Members are required to notify any Line Officer immediately following any accident or injury at a fire incident.
 - 2. Any member that is involved in a motor vehicle accident involving district apparatus or a personal vehicle while traveling to/from a fire related activity shall be required to submit to a drug screening within 24 hours for the following;
 - i. If the accident involves an injury,
 - ii. If the accident involves significant property damage (to vehicle or personal property exceeding \$500),
 - iii. At the discretion of the Fire Chief or a Fire Commissioner.
 - 3. Failure to report an accident or submit to a drug screening when required by law or this policy will result in disciplinary action up to and including termination.
- E. Any member that is involved in a fireground or training accident shall be required to submit to a drug screening for the following;
 - i. If the accident involves a moderate/severe injury that requires transport to a medical facility (this does not include minor injuries),
 - ii. At the discretion of the Fire Chief or a Fire Commissioner.
- F. Return to Duty / Reinstatement
 - 1. Members who leave their respective Fire Departments' active status for a period exceeding thirty (30) days may be subject to drug screening prior to return to duty at the discretion of the Fire Chief or Fire Commissioners.

III. Testing Methods and Collection Procedures

- A. Collection shall be performed under reasonable and sanitary conditions. Onsite collection process shall include the securing of a restroom by securing

- the water supply, bluing the toilet water, removing any products to discourage adulteration or dilutions of the specimen, securing cabinetry that could be used to conceal products used for tampering or adulterating a specimen.
- B. Members subject to testing shall have an opportunity to provide relevant medical, prescription, or other information to medical personnel prior to testing.
 - C. Urine Specimen Collection services shall include the required Federal Custody and Control forms that each bear a unique Specimen ID number, individually wrapped, single use specimen cups with temperature strip and two vials to split specimen as required by the federal regulations, and overnight transport of all collected specimens to DHHS/SAMHSA Certified Laboratories; Quest Diagnostics, LabCorp, or MedTox Laboratories. Collections will be documented through proper labeling and chain-of-custody procedures to preclude contamination, adulteration, or misidentification.
 - D. A saliva swab collection may be used in lieu of a urine specimen collection.
 - E. Except as permitted by law, no testing sample per this Policy shall be tested for any substance or condition other than illegal drugs, prescription medication, and their metabolites.
 - F. The collection procedure requires that when conditions for testing have been met, members may be sent to a pre-determined facility. Testing will proceed as quickly as possible. All testing costs are the responsibility of the Fire District.
 - G. Collection personnel shall have been trained and certified through DATIA (Drug and Alcohol Testing Industry Association), with annual recertification.

IV. Consequences of Testing Refusal or Interference

A. Refusal

1. A member's refusal to cooperate under this policy shall be grounds for termination.
2. Refusal by a prospective member will be grounds to withdraw the applicant for membership.
3. Failure to provide an adequate specimen will be considered a refusal.

B. Interference

1. Members attempting to interfere, alter, substitute, or affect the outcome of the drug screening process are in violation of this policy which will be subject to disciplinary action up to and including termination.

C. Refuse to Submit

1. Refusal to submit to the test; or
2. Failure to provide adequate specimen to allow appropriate testing; or
3. Engaging in conduct that clearly obstructs the testing process, including any adulterated samples; or
4. Failure to report to the designated testing facility.

D. Reasonable Suspicion or For Cause

1. All members may be required to submit to a drug screening whenever the Fire Chief and/or Line Officer observes circumstances which provide reasonable suspicion to believe a member is using or has used an illegal drug or substance or has otherwise violated this policy.
2. The Fire Chief's and/or Line Officer's determination that reasonable suspicion exists to require a member to undergo a drug screening

must be based on specific, timely, explainable observations concerning the appearance, behavior, speech, or bodily odors of the member.

3. The Fire Chief and/or Line Officer requesting the test shall prepare and sign a written document explaining their reasonable suspicion and any evidence they have. This shall be done within 24 hours of requesting that a member have a drug screening.
4. Any Fire Chief and/or Line Officer making such written document explaining reasonable suspicion of a member must have first attended a class on drug recognition.

V. Self-Identification

A. Member who voluntarily self-identifies.

1. Members may voluntarily self-identify that they may need help due to drug use. Discipline will not be initiated because members self-identify. Members will be referred for evaluation and rehabilitation. Members involved in rehabilitation shall be accommodated by their respective department by placing them on a leave of absence until completion of the rehabilitation program. Costs for the rehabilitation program are at the member's expense.
2. Self-Identification must be totally voluntary and is not allowed after a member has been notified of a random or reasonable cause drug screening.
3. Upon successful completion of rehabilitation, the member:
 - i. Must submit a written letter from rehabilitation center confirming successful completion to the Fire Chief.
 - ii. May undergo a return-to-duty drug screening.
 - iii. Will be subject to periodic, random testing at the discretion of the Fire Chief or Fire Commissioners for up to two (2) years following return-to-duty, but may include a lifetime of membership screening.

VI. Evaluations, Return of Results, and Confidentiality

- A. The designated service provider shall return (by telephone, fax, or mail) the results of all drug screenings to the Fire Chief or Board of Fire Commissioners.
- B. Safety Sensitive Sampling is done – not DOT/CDL. Series of Testing/Notification:
 1. Sample is tested
 2. Positive result goes to doctor
 3. Doctor contacts firefighter to find out if the firefighter is on medication that would cause the positive result
 4. Proof of prescription would have to be sent to doctor by firefighter
 5. If no proof of prescription can be provided, the doctor notifies the Board office.
 6. The Board office notifies the Chief and Commissioners only.
- C. The results shall be disclosed to the person tested, the Fire Chief, and the Fire Commissioners.
- D. All information, interviews, reports, statements, memoranda, and test results, written or otherwise, received by the Fire Chief/Board of Fire Commissioners through its Drug Policy and Testing Program are confidential and will not be

disclosed in any public or private proceedings except in the following circumstances:

1. When required to disclose the information by any Judge or Administrative Law Judge, or
2. When authorized in writing by the member being tested, or
3. To any federal, state, or local government agency or authority in connection with any proceeding or investigation into a particular incident.
4. To the departments' Investigating Committee if disciplinary action is needed.

E. Release of Information

1. A member taking a Leave of Absence to enter a rehabilitation program must sign a release of information to allow treatment information to be shared with the Fire Chief and Fire Commissioners.

VII. Consequences of confirmed positive test result: Termination of Membership.

- A. When there is a confirmed positive test result, the Fire Chief shall meet with the member to advise him/her of their termination. Information regarding the disciplinary action will be maintained in the member's personnel file.
- B. Prospective Members
 1. Applicants who test positive are disqualified for membership consideration.

Resolution

December 19, 2018

Authorization of Budget Transfers and Encumbrances

WHEREAS, it has become necessary for the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean to undertake certain transfers and encumbrances relative to the current Commissioners' budget in order to reflect monies expended or encumbered to date by the Commissioners; and

WHEREAS, this resolution shall serve as authorization for said budget transfers and encumbrances as noted herein.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

- (1) The following budget transfers and encumbrances are approved by the Commissioners within the Operating Appropriations portion of the budget:

Monies transferred between the following line items:

From:

- Operating Expenses, Operation, Per Diem Firefighter Program \$61,500.00

To:

- Operating Expense, Operation, Supplies \$60,000.00
- Operating Expenses, Administration, Other salaries, benefits & taxes \$1,500.00

CERTIFICATION

I, Christopher Silva, Clerk of the Commissioners, of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on December 19, 2018.


Christopher Silva, Clerk

Resolution Appointing Public Agency Compliance Officer

December 19, 2018

WHEREAS, the Affirmative Action laws of the State of New Jersey, codified at N.J.S.A. 10:5-31 et seq., and the regulations promulgated by authority of those laws, N.J.A.C. 17:27, provide contract language and reporting procedures for entering into procurement, service, and construction contracts; and

WHEREAS, the regulations further provide for the annual designation of an officer or employee of every public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedure from contractors and to generally supervise the compliance procedures regarding the Affirmative Action laws and regulations; and

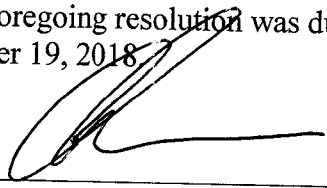
WHEREAS, the regulations further require the Board, on or before January 10th of each year, to notify the Division of Public Contracts Equal Employment Opportunity Compliance within the New Jersey Department of the Treasury, on the Division's official designation form (attached), of the officer or employee who has been designated as the District's PACO, even if the designation from the previous year has not changed.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

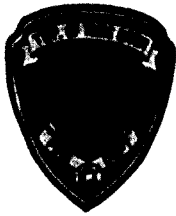
1. Business Administrator Darlene M. Gargano be and is hereby appointed Public Agency Compliance Officer of Toms River Fire Commissioners, District No. 2 through December 31, 2019.
2. The Board Clerk shall, beginning at the December 2018 Board meeting, and at every second meeting in December thereafter, bring forward a resolution to formally designate the District's PACO for the next calendar year.
3. The Board Clerk shall, immediately upon approval of this resolution, and prior to January 10th of each year, notify the Department of the Treasury, Division of Public Contracts Equal Employment Opportunity Compliance, by use of the attached form, of the identity of the District's most recently designated PACO.

CERTIFICATION

I, Christopher Silva, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on December 19, 2018.



CHRISTOPHER SILVA, CLERK

TOMS RIVER TOWNSHIP FIRE DEPARTMENT Standard Operating Guidelines		
CHAPTER: 3	SECTION: 11	# OF PAGES:
SUBJECT: INCIDENT TIMEKEEPING		
EFFECTIVE DATE: DRAFT	BY THE ORDER OF:	SUPERSEDES ORDER #:

Purpose: To provide a standard for incident timekeeping periodicity and format, and to set the standard periodicity for the conduct of Personnel Accountability Reports (PARs) at complex incidents.

Scope: This guideline pertains to all fire officers, acting fire officers, and firefighters fulfilling the role of incident commander (IC) at a complex incident as well as all dispatchers.

A. Background

- a. NJ State Statute (5:75-2.10) mandates that *“fire departments shall develop a system that provides the incident commander with elapsed time on-scene, in 10 or 15-minute intervals, from their communication center.”*
 - i. The intent of this statute is to ensure the Incident Commander maintains situational awareness during the management of a complex incident (structure fire, technical rescue incident, water rescue incident, etc.) and maintains understanding of the passage of time and the impact of time on the “big picture” as it relates to the strategies and tactics employed, structural stability, victim survivability, firefighter endurance, etc.
- b. NJ State Statute also mandates that *“the elapsed time on scene shall be used...as established with dispatch for required roll calls.”* (PARs)
 - i. The intent of this statute is to ensure periodic roll calls are conducted every 30 minutes at a minimum.

B. Incident Timekeeping Standard Procedures

- a. The Incident Time Clock is a running clock that begins at the time the call is received at the Toms River Fire Dept. Dispatch Center (District 1).
- b. Each time the 15 minute running clock expires, the fire dispatcher shall relay the following message to the Incident Commander on TRFD Channel #1
 - i. *Command from District 1, be advised you are xx minutes into the incident, do you have an incident update.*
- c. When prompted by the dispatcher, the incident commander will provide an incident update to include the following information:
 - i. Incident Size-up
 - ii. Incident Overview, Current Strategy, and Progress Report
 - 1. How many lines stretched?
 - 2. Water supply established?

3. Status of Primary / Secondary Searches iii. Current Strategy
(Offensive / Transitional / Defensive) iiiii. Progress Report

1. Is the current strategy working?

v. Resource Report

1. Are all the resources assigned tasked?

2. What is the IC prediction on whether additional resources will be requested?

a. Will Hold – hold with the units assigned

b. Probable Will Hold – Will probably be able to complete the incident with the units assigned, but there's a chance additional units will be required

c. Doubtful Will Hold – The incident is still expanding, and it is deemed likely that additional resources will be required before the incident is stabilized

vi. Example Report:

1. District 1 Activates Alert Tone 1 then states - *"Command from District 1, be advised you are 15 minutes into the incident, status report?"*

2. Incident Commander – *"District 1 from Main St. Command, be advised I have a two and a half story wood frame, with heavy fire showing from the second floor on side A. We have two lines stretched to the second floor at this time, and a ladder company opening up the roof. 2631 established a water supply to 2501. We continue to make an offensive attack, primary searches are underway, and are making progress. All companies working. This fire is doubtful will hold at this time"*

d. Cessation of Incident Timekeeping

i. Incident Timekeeping will continue in accordance with this SOG until such time as the incident has been stabilized. Permission to stop the running clock will be granted at the IC's discretion, but not before any major incident hazards have been mitigated.

e. At every other report (30 min, 60 min, etc.), the IC will also be prompted to account for all personnel working at the incident. At most incidents, this will necessitate running a PAR in accordance with TRFD SOG 3-06.