

Toms River Fire Commissioners, District No. 2
Wednesday, September 12, 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. Chairman Geoghegan 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. Bierbaum, Mr. Duff, Mr. Geoghegan, Mr. Britton.
Absent: Mr. Silva

Minutes of the previous meeting were approved on a motion offered by Mr. Duff, seconded by Mr. Bierbaum 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. Bierbaum, Mr. Duff, Mr. Britton.
Nay: None.
Abstain: Mr. Geoghegan.

Cash Receipts:

Received check #9979 dated August 24, 2018 in the amount of \$2,025 from Silverton Vol. Fire Company for reimbursement of insurance for July, August, and September 2018.

Received check #000181 dated September 11, 2018 in the amount of \$45,988.12 from Toms River Fire Commissioners for Fire Prevention Bureau revenue of August 2018.

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

All Hands Fire Equipment	1,379.77	Suez Water	18,442.96
Benecard	1,300.22	Silverton Vol. Fire Company	4,825.00
Blue Cross/Blue Shield	2,314.70	Toms River Fire Dist. No. 1	63,698.14
Richard M. Braslow, Esq.	360.00	United Healthcare	13.18
Car-Port	290.62	Verizon Wireless	532.18
CE Union	190.00	Verizon	33.36
Comcast	310.66	Blairs Rental Service	646.44
Continental Fire & Safety Inc.	5,183.00	Blue Cross/Blue Shield	2,314.70
ERS Fleet Repair Inc.	1,275.68	Dynamic Testing Service	440.00
Fire Engineering	39.00	Elite Vehicle Solutions	680.00
George Kline Sales	67.25	ERS Fleet Repair Inc.	1,191.57
Greenbriar Woodlands Comm.	7,066.96	Extreme Marine Construction	1,500.00
Christopher Hansson	68.72	The Hartford	218.38
Home Depot	226.87	New Jersey Fire Equipment	279.65
IAFC/VCOS Symposium	380.00	Nottingham Insurance	106.63
JCP&L	383.78	Ocean Security Systems Inc.	227.50
JJ Lin LLC	724.50	Paychex	185.11
Lake Ridge Homeowners Assoc.	7,952.35	Pleasant Plains Fire Dept.	750.00
Minerva Cleaners	324.25	Rackspace	1,304.00
Ozane	110.00	Sheraton Sand Key Resort	778.00
Linda Panasuk	75.76	Silver Bay Express Lube	35.95
Pleasant Plains Fire Dept.	3,992.00	Silverton Vol. Fire Company	750.00
Premier Supplies	58.96	Tasc Fire Apparatus Inc.	21,973.50
Retro Fitness	290.00	Toms River Fitness	520.00
Riggins Inc.	1,804.48	Approved Fire Protection	347.50
Christopher Silva	779.00	Camden County College	125.00
Robert M. Sinnott	68.72	JCP&L	476.09
Stryker Medical	194.10	Moore Medical	848.71
		Riggins	548.10
Total	\$161,003.00		

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

Correspondence – Correspondence has been provided to all commissioners.

Apparatus – Commissioner Britton gave the following report:

- Everything is up at Pleasant Plains
- Brakes are needed on two vehicles
- Batteries are needed on one truck

Insurance – Commissioner Britton reported that VESO Trust claims were filed for two deceased members.

Fire Prevention Bureau – Commissioner Bierbaum gave the following report:

- The new inspector started September 4th
- There is an ongoing personnel issue

Fire Academy – Commissioner Duff reported the following:

- The floor in the bay was redone
- The lighting project is ongoing
- Firefighter II starts in October

First Aid – Commissioner Geoghegan reported that there was a dispatch complaint being investigated.

A motion was offered by Mr. Duff, seconded by Mr. Britton to approve Pleasant Plains First Aid's request for equipment as follows:

10	12-4588 Naso Airway Kit from V. E. Ralph @ approx. \$19 ea. = 190
20	17-3528 Actisplint 4.25 x 3.6 from V. E. Ralph @ approx. \$6.95 ea. = \$139
1	1202511 Epinephrine Auto Injector from V. E. Ralph .15 @ approx. \$425
1	1202514 Epinephrine Auto Injector from V. E. Ralph .30 @ approx. \$425
3	10-400002 SOF Tourniquet, Orange from V. E. Ralph @ approx. \$29.95 ea. = \$89.85
20	10-613801 Saline Solution 250 ml from V. E. Ralph @ approx. \$5.39 ea. = \$107.80
10	10-613803 Saline Solution 500 ml from V. E. Ralph @ approx. \$5.39 ea. = \$53.90
1	Case 63640 Purple Nitrile Gloves, L from Moore Medical @ approx. \$149.90
1	Case 13874 Moore Brand Trauma Pads from Moore Medical @ approx. \$37.25
8	51559 Asherman Chest Seals from Moore Medical @ approx. \$13.79 ea. = \$110.32
3	89786 Lifepak Infant Pads from Moore Medical @ approx. \$117 ea. = \$351
8	78696 Lifepak Adult Pads from Moore Medical @ approx. \$42.99 ea. = \$343.92
1	Box 93932 Argyle Rigid Yahkauer from Moore Medical @ approx. \$70.19
1	Box 21145 Suction Tubins from Moore Medical @ approx. \$48.39
12	339 Breakaway Safety Vest from Blauer @ approx. \$49.99 ea. = \$599.88

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

Commissioner Britton left the room at 8:07 p.m..

Purchasing – Purchasing Agent Gargano reported the following:

- Bids: Two trucks are on order; we have a meeting scheduled with Bob Gray to go over the change orders.
- Pleasant Plains Air System Install in Building for Trucks – Tom McCann reported that all materials are here, and they will start working on it soon.
- Gear – Forwarded new specs for gear to Asst. Chief Roman and Matt Yezzi.

Commissioner Britton returned to the room at 8:15 p.m..

Awards Program – Commissioner Britton reported that the Board needs copies of the 2016 and 2017 documentation for the audit.

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Fire Officers' Association – Commissioner Bierbaum reported that regarding approval of SOGs, he spoke to Fire Officer Association President Zieser, and he is requesting that we have input earlier in the process so questions or concerns can be addressed sooner.

Unfinished Business:

Revised SOG re: Request for a Bureau Inspector was approved on a motion offered by Mr. Britton, seconded by Mr. Bierbaum (attached).

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

Hotzolah – Commissioner Bierbaum reported that they had a meet and greet with Hotzolah on August 20th at Eagle Ridge Golf Club; invitation went out to all fire companies in Toms River; there were a lot of people from Hotzolah there; there was a good amount of representation from Station 29; there was no one from Pleasant Plains Fire Dept. there, nor was there anyone from Fire District #1 there. They are looking for ways to make sure the emergency services stays connected with the Hotzolah aspect of things.

Risk Management Survey – Commissioner Bierbaum asked if we received all of the information from the Chiefs that needed to be addressed relative to the VFIS' Risk Management Survey. Business Administrator Gargano reported that the only item addressed by the Chiefs thus far was Hartford Boiler had to go out to Silverton Firehouse; the Board office made those arrangements for them; anything else that was on the list that they have to do, she hasn't gotten any feedback from the Chiefs. She reported that anything that VFIS requested that we had in the Board office was sent to VFIS over a month ago.

Website – Commissioner Bierbaum asked if Business Administrator Gargano received the information from him on Web Alliance. Business Administrator Gargano reported that she got it yesterday. Commissioner Bierbaum reported that they will be looking into developing a new website for the fire district soon, and he is sure that they will reach out to us for input on that.

Status of Volunteer Firefighters – Volunteer vs. Employees – Commissioner Bierbaum reported that we received a letter from Attorney Braslow stating that volunteer firefighters are not considered employees.

Emergency Reporting System – Commissioner Bierbaum reported that he asked Fire District #1's Administrator to find out what Fire District #2's cost share would be to utilize that system, and the cost would be \$2,196.50. Commissioner Bierbaum said that Fire District #2 would not be charged until they renew the contract in January 2019, but we could begin using it right away.

A motion was offered by Mr. Bierbaum to utilize the Emergency Reporting System. Commissioner Duff asked what the total cost is. Commissioner Bierbaum reported that our total is approximately \$4,500. Commissioner Duff asked if we are paying half. Commissioner Bierbaum said not quite half. Commissioner Bierbaum said that by utilizing the Emergency Reporting System, we would eliminate the use of other software programs (i.e.: Go Forms). Commissioner Duff asked if it will track firefighters' responses. Commissioner Duff stated that he would like to see how it handles the call attendance. Commissioner Bierbaum asked that if we could capture that information, would Commissioner Duff agree to move forward with Emergency Reporting System. Commissioner Bierbaum withdrew his motion, and he said he will find out what programs we could eliminate by using Emergency Reporting System.

New Business:

Approval of Saliva Test in lieu of Urine Test for Random Drug Testing was approved on a motion offered by Mr. Duff, seconded by Mr. Bierbaum at the same price.

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

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Nay: None.

Renewal of CD at M&T Bank was approved on a motion offered by Mr. Duff, seconded by Mr. Britton.

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

Pleasant Plains report:

A motion was offered by Mr. Britton, seconded by Mr. Duff to authorized 3065 and 3017 to go to Wildwood and to allow Ex-Chief McGinley's wife and daughter to travel with them and to approve Pleasant Plains' request for equipment as follows:

- 1 Knox Box 3065
- 4 APX8000 Portable Radio
- 5 SL300 Portable two-way radio @ approx. \$377.25 ea. = \$1,886.24
- 1 Subcode Training for Firefighter Matt Janora at Ocean County College @ approx. \$450
- 1 Miscellaneous Tools from Home Depot @ approx. \$100
- 1 Rear Brakes and Drums for 3041 from ERS
- 1 Batteries for 3007
- 1 Batteries for 3068
- 7 Sets of Morning Pride Gear as per spec
- 1 PPSC358E2 Tool Holder Plastix Plus
- 1 PPHUR Cord-Bkt from Plastix Plus
- 1 PPHUR Chg-Bkt from Plastix Plus
- 6 2 ½ Gallon Jugs DEF Fluid from Hoover Truck

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

- Commissioner Bierbaum requested that the Chiefs send their report and requisitions via email in advance of the meeting.

Silverton report:

- Commissioner Bierbaum asked Pleasant Plains if they are considering updated their laptops. Captain Janora said they are looking into getting a slimmer tablet and putting the old ones in the vehicles. Commissioner Bierbaum suggested that we hold Silverton's laptop order for possible increase in quantity being order if Pleasant Plains wants to order any.

A motion was offered by Mr. Bierbaum, seconded by Mr. Duff to approve Silverton's request for equipment as follows:

- 1 Opticom Upgrade on 2900
- 1 Opticom Upgrade on 2905
- 1 TFT Extenda Gun for 2913 from Defender
- 1 TVS Paratech TVS Kit from Paratech
- 1 Scott #805827-01 4-Outlet/2 Tool Air Cart from New Jersey Fire Equipment
- 5 Sets PPE Dist Spec from Bud Kline
- 5 SL300 SL300 Radio/Pager from All Comm
- 4 APX8000 Multi Band Portable All Comm
- 4 MUS MSQ576 Mustang Water Dry Suit, 1 size L, 2 size XL, 1 size 2XL
- 7 4 new, 3 replacement Boots/Gloves/Helmet
- 1 Cell Phone use Chief Sept 2017 to Sept 2018

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

- Commissioner Bierbaum asked Business Administrator Gargano if we got the waivers for driver abstracts from the Chiefs. Business Administrator Gargano

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reported “no;” we are still waiting for the waiver from Troy Brezniak and all of Pleasant Plains’ drivers.

Business Administrator’s Report – Business Administrator Gargano gave the following report:

- VESO Life – We have two death claims being filed.
- LOSAP – We have one new member to start receiving benefits.
- NFPA Physicals – the firefighters have until September 30th to get their physicals. Please remind your membership to make their appointments right away.

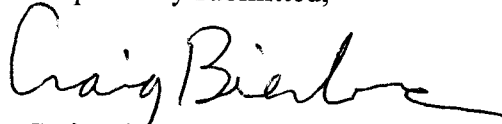
Participation by Public – Firefighter Blank asked regarding the saliva test, will they be conducting DNA testing. The Board said “no.”

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

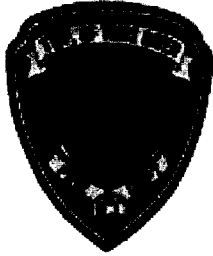
Roll call vote; Aye: Mr. Bierbaum, Mr. Duff, Mr. Geoghegan, Mr. Britton.
Nay: None.

The meeting was adjourned at 8:30 p.m..

Respectfully submitted,



Craig Bierbaum
Acting Clerk

TOMS RIVER TOWNSHIP FIRE DEPARTMENT Standard Operating Guidelines			
CHAPTER: 7	SECTION: 01	# OF PAGES: 1	
SUBJECT: REQUEST FOR A BUREAU INSPECTOR			
EFFECTIVE DATE:	BY THE ORDER OF: Toms River Bds of Fire Commissioners Dist. 1 & 2, individually; and Toms River Joint Fire Officers Assn.	SUPERSEDES ORDER #: 7-01 eff 1/1/2005 and all revisions	

Purpose: This guideline is to provide a procedure for calling out the bureau of fire prevention to an incident.

Scope: This guideline pertains to any officer or firefighter requesting the bureau response to an incident.

I. Inspector Requests

- A. Working Hour Requests
 - 1. A request for the Bureau shall be made through the Bureau office.
- B. After Working Hour Requests
 - 1. A fire officer can make a request for the Bureau after normal working hours. Upon receipt of the request, the fire dispatcher shall notify the TRBFP Chief first via phone. If the Chief has not been reached within 10 minutes, the Lead Fire Inspector shall be notified. The Chief or Lead Inspector shall evaluate the situation and determine if the duty inspector should be notified to respond to the scene.
- C. When attempting to contact the duty inspector, the dispatcher shall call by phone first. If no phone contact is made, the dispatcher shall contact the Chief or Lead Fire Inspector.
- D. Requests for other investigative agencies shall be made through the Fire Bureau only, however it is recognized that certain incidents will require other notifications, such as the County Fire Marshall's Office for county buildings, NJ State Police Marine Bureau for watercraft incidents, etc.