

BOARD OF FIRE COMMISSIONERS MEETING ORDER OF BUSINESS

REGULAR MEETING: ✓ April 6, 2020 / 1900 Hrs.

The regular meeting of the BOFC of the 7th Fire District was called to order at 2000 Hrs. by President B. Kazawic, notice of the meeting was published in the Home News Tribune and posted on the Commissioners bulletin board.

Roll Call: Roll call indicated Commissioners, B. Kazawic, G. Brew, R. Pinter, and C. Minnola, B. Henry present.

The Pledge of Allegiance & a Moment of Silence for our Departed Brothers was given.

Reading of the minutes of the previous meeting: Minutes of the previous meeting were read with copies distributed to board.

Treasurer's Report: Treasurer's report for the month of March were read by C. Minnola, motion made to pay expenditures for the month of March 2020, R. Pinter made motion to approve bills for payment, seconded by B. Henry.

Communications & Actions:

- The Board discussed the COVID-19 protocols listed below that the Chief put into place on the 19th of March 2020.
 - Station 7 has now been closed to the public, in order to enter the building at any time you can use the keypad and enter your 4-digit pin number or use the fingerprint scanner.
 - There shall be no more congregating or "hanging out" at Station 7. Absolutely no member is allowed to enter the Station 7 Dispatch room. That goes for career as well as volunteer members. The mailboxes will be moved outside of the dispatch room and if any paperwork needs to be obtained from dispatch then the dispatchers will distribute it accordingly. The EMS crew that is stationed in the building is now only allowed to enter the building through the rear meeting room doors and use the bathroom by the meeting room. They were advised that this is their area to clean, sanitize and maintain. There shall be no coming back to Station 7 after a fire call anymore, if you were on scene and received a mark, once command is terminated and the manpower and apparatus are released there is no need to come back to Station 7.
 - During fire calls, only the incident commander shall speak with the reporting party, everyone else should remain by the apparatus on-scene. Depending on the nature of the call, minimal manpower will enter the structure to determine what is required. Whenever entering a structure remember to don all appropriate PPE. There are latex gloves on all pieces of apparatus if needed. Remember to keep a safe distance of 6 feet from any other persons at all times.
 - To all Apparatus Drivers, once you have returned to Station 7 from a fire call, there is disinfectant spray located on the counter behind Ladder 7-2-7 that you shall use on the apparatus that you operated.

- If anyone that we come in contact with while on a fire call is displaying any signs of flu-like symptoms then the members that entered the structure will be decontaminated on scene. Middlesex County Haz-Mat advised me that they will NOT be responding to calls for COVID-19 decontamination. They stated to have all personnel that entered the potentially infected structure remain on scene in full PPE and wash the entire firefighter from top to bottom with Dawn dish soap and water. The Department of Health stated that this method will positively eliminate the spread of the virus. Therefor as of this email, (1) 5 gal. bucket, (1) bottle of Dawn dish soap and (2) scrub brushes have been placed on Ladder 7-2-7 and Engine 7-1

Personnel: Progress

Trucks/Engines:

- Weekly engine and ladder maintenance completed
- FF1 took 7-2 and 7-3 to their shop to work on the pumps.
- FF1 repaired rescues auto eject and installed a plug to charge the portable scene light, they also put 2 cigarette lighter plugs in the cab of 7-2-7.
- FF1 has to come back and install a plug on 7-1 for the fan and portable scene light.
- Rescue went to C&C for service.
- Quality Tire checked tire pressures.
- (3) all-purpose pike poles were ordered and received, 1 was put on 7-1, 7-2 and 7-2-7.

Building & Grounds:

- Viking Pest Control treated the building.
- The Bay door #3(door by 7-3) is bent at the top middle of the door.
- The buzzer in rescues bay is not working.
- Dekoff Lock repaired the lock on the volunteer executive office door.

Purchasing & Equipment:

- Turn out gloves were ordered and received.
- The last garage door opener was given to EMS to replace the broken one they had and 2 more were ordered for spares.
- Portable radio 7-C-1 is back from repair.

Insurance & Safety:

- Progress

Water & Hydrants:

- Progress

Joint Board:

- Progress

Fire Official's Report:

- Fire Official's report read at meeting and placed on file

Captains Report: Captains report read at meeting and placed on file.

Dispatch Report: Dispatch Supervisor Noreen Notaro

- Total dispatches from District 7 for the month of N/A:

Chief's Report:

- (2) New members fit tested at Woodbridge Fire Headquarters and started MCFA Firefighter I class.
- District 7 Fords Fire Calls total for the year: 119
- District 7 Fords Fire Calls total for the month of March: 35

Events held at firehouse

- 03/04, 03/09 & 03/11 R. Somes Boy Scout meetings
- 03/07 J. LaPointe Birthday party
- 03/07 FCBBL sign up
- 03/10 Special Election Board of Education

Fire Rescue Calls for the Month of February: 4 Fire Rescue calls

Meeting Adjourned at 2030 Hrs.

Respectfully Submitted,

Brian P. Henry

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BOFC Secretary